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ABSTRACT

This monograph presents phase two of a project initiated in January 1977 to examine the treatment of state documents in the 51 official state depository libraries in Texas. Each depository was sent a detailed 73 items questionnaire investigating that library's handling of state documents in the following areas: document acquisition, program administration, classification, cataloging, program development, Texas State Document Checklist, indexes, microforms, and general. Forty-six libraries completed the questionnaire and, for purposes of examination and analysis, the findings have been presented in two ways: (1) Parts I and II summarize the survey findings by breaking down the responses into major categories of responding libraries (i.e., private academic depository library, public academic depository library, public depository library, and all responding depository libraries); and (2) Part III presents, in detail, the responses of each individual respondent to each item on the questionnaire. Appendices include a copy of the questionnaire; name, mailing address, and phone number of responding depository libraries; a list of librarians responsible for administering Texas documents; changes in handling Texas documents since the survey; and a list of improvements, additions, or changes suggested for the Checklist. (Author/JEF)

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TEXAS STATE DOCUMENTS DEPOSITORY SURVEY, 1977: FINDINGS AND RESULTS

BY ROBERT WALTON AND DALE PROPP

Documents Monograph Series, No. 1

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MARCH 1978

TEXAS STATE PUBLICATIONS CLEARINGHOUSE
PUBLIC SERVICES DEPARTMENT
TEXAS STATE LIBRARY
AUSTIN, TEXAS

IR005905

PREFACE

With this publication, TEXAS STATE DOCUMENTS DEPOSITORY SURVEY, 1977: FINDINGS AND RESULTS, the Texas State Publications Clearinghouse is introducing a new series dedicated to publicizing and reporting on all phases of documents activities in Texas.

In this series we intend to issue analytical reports, conference proceedings, unique finding aids, survey results, and other materials that will assist documents librarians in more effectively utilizing the publications of local, state, and federal governmental agencies.

We sincerely encourage comments concerning this report and we invite your suggestions for future publications.

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INTRODUCTION

In January 1977, the staff of the Texas State Publications Clearinghouse initiated an examination of the status of state documents in Texas. The first phase of this examination reviewed, 1) the historical development of state documents as a program in Texas libraries, and 2) the current state documents activities in progress at the Texas State Library. The findings of these two portions of the overall study culminated in the publication of the report Texas State Documents: The Development of a Program.

Phase two of this study is concerned with the treatment of state documents in the 51 official state depository libraries. Each depository was sent a detailed 73-item questionnaire investigating that library's handling of state documents in the following areas:

1) Documents Acquisition
2) Program Administration
3) Classification
4) Cataloging
5) Program Development
6) Texas State Documents Checklist
7) Indexes
8) Microforms
9) General

This monograph presents a tabulation of the responses of the 46 libraries which returned completed surveys (90% of target group responded). For purposes of examination and analysis, the findings have been presented here in two ways:

1) Parts I and II summarize the survey findings by breaking down the responses into major categories of responding libraries, i.e. Private Academic Depository Library, Public Academic Depository Library, Public Depository Library, and All Responding Depository Libraries.
2) Part III presents, in detail, the responses of each individual respondent to each item on the questionaire.

In order not to confuse the empirical findings of the survey with conclusions and subjective interpretations of the Clearinghouse staff, no analysis or editorial comments have been included. A detailed analysis and interpretation of what the Clearinghouse staff considers to be the significant and revealing aspects of the survey findings will be forthcoming. For purposes of this text, it is up to each reader to draw independent conclusions regarding the strengths and weaknesses of the existing state documents activities in depository libraries as represented by the survey.

SPECIAL NOTE: Surveys from the following three libraries have not been included in these tabulations. 1) Texas State Library 2) Legislative Reference Library 3) Library of Congress

PART I: SUMMARY OF RESULTS

The following presents a summary of the survey findings as broken down into the following categories of libraries: 1) All Libraries, 2) Private Academic Libraries, 3) Public Academic Libraries, and 4) Public Libraries.

SECTION A: LIBRARY INFORMATION

1. Name of depository library: See Appendix B

2. Mailing Address and Telephone: See Appendix B

SECTION B: DOCUMENTS ACQUISITION

	ALL LIBRARIES	Private Academic Libraries	Public Academic Libraries	Public Libraries
*1. How do you acquire Texas documents ?				
-Depository Shipments	100%	100%	100%	100%
-Selection from Texas State Documents checklist ?	20%	50%	14%	17%
-Request directly from issuing agency ?	39%	50%	39%	33%
-Standing order from issuing agency ?	20%	50%	21%	0%
-Other	0%	0%	0%	0%
2. Do you order state publications from the issuing agency if they are listed in Texas State Documents as being unavailable for distribution ?				
-Yes	11%	17%	11%	8%
-No	41%	17%	39%	50%
-Sometimes	48%	67%	46%	42%
-% of successful responses : 0 - 25	8%	-	-	-
26 - 50	33%	-	-	-
51 - 75	8%	-	-	-
76 - 100	50%	-	-	-
3. Do you collect municipal publications ?				
-Yes	24%	33%	18%	42%
-No	29%	33%	29%	16%
-Sometimes	46%	33%	50%	16%
-No response given	4%	0%	4%	0%

* Questions which can have more than 1 response.

	ALL LIBRARIES	Private Academic Libraries	Public Academic Libraries	Public Libraries
4. Do you collect Council of Governments publications ?				
-Yes	26%	50%	21%	25%
-No	22%	17%	32%	0%
-Sometimes	50%	33%	43%	75%
-No response given	2%	0%	4%	0%
If yes, do you collect them for:				
-Your C.O.G.	43%	67%	21%	83%
-All C.O.G.s	24%	0%	36%	8%
-Not Applicable (responded no above)	22%	17%	32%	0%
-No response given	11%	17%	11%	8%
5. Do you collect state documents from states other than Texas ?				
-Yes	11%	0%	14%	8%
-No	74%	100%	61%	92%
-Sometimes	15%	0%	25%	0%
If yes, which states do you collect from ?	- See Appendix C -			

SECTION C: PROGRAM ADMINISTRATION

1. Librarian directly responsible for administering Texas documents ?				
-Name and position	- See Appendix D -			
2. Texas documents make up what portion of this librarians work responsibilities ?				
-All	0%	0%	0%	0%
-At least ½	11%	0%	11%	17%
-Very little	59%	100%	57%	42%
-Other (usually indicated little, if any time)	20%	0%	14%	42%
-No response given	11%	0%	18%	0%
3. Other library staff working regularly with Texas documents.				
-Professional/Fulltime: 1 person	4%	17%	7%	8%
2 persons	7%	0%	0%	8%
3 persons	2%	17%	0%	0%
-Nonprofessional/Fulltime: 1 person	30%	17%	32%	33%
2 persons	13%	0%	11%	25%
3 persons	7%	0%	11%	0%
4 or 5 persons	0%	0%	0%	0%
6 or more persons	2%	0%	4%	0%

- continued -

	ALL LIBRARIES	Private Academic Libraries	Public Academic Libraries	Public Libraries
(Continued)				
3. Other library staff working regularly with Texas documents:				
-Nonprofessional/Part-time: 1 person	9%	0%	14%	0%
2 persons	2%	0%	7%	0%
3 persons	0%	0%	0%	0%
-No other library staff	20%	50%	11%	8%
-No response given	4%	0%	4%	8%
4. Who unpacks the shipments of Texas documents ?				
-Professional	28%	50%	18%	42%
-Nonprofessional	67%	50%	75%	67%
-No response given	4%	0%	7%	0%
5. Generally, how much time elapses between the receipt of a depository shipment and unpacking ?				
-Same day	7%	0%	7%	8%
-1 to 2 days	52%	33%	54%	58%
-3 to 5 days	22%	33%	25%	8%
-1 week	13%	17%	11%	16%
-2 to 4	4%	17%	4%	0%
-5 weeks +	2%	0%	0%	8%
6. Approximately how many Texas documents does your library contain ?				
-Under 1000	2%	0%	4%	0%
-1000 - 5000	39%	17%	36%	58%
-5000 - 10,000	46%	83%	43%	33%
-10,000 - 50,000	13%	0%	18%	8%
-Over 50,000	0%	-	-	-
7. Have you developed a manual for the maintenance of Texas documents in your library ?				
-Yes	20%	17%	25%	8%
-No	76%	83%	68%	92%
-No response given	4%	0%	7%	0%
8. What changes, if any, have been made in your library's handling of Texas documents since the 1974 survey ?	- See Appendix E -			

	ALL LIBRARIES	Private Academic Libraries	Public Academic Libraries	Public Libraries
SECTION D: CLASSIFICATION				
1. Do you classify your Texas documents ?				
-Yes	93%	100%	100%	75%
-No	7%	0%	0%	25%
If yes, what portion of them are classified ?				
-All	61%	83%	61%	50%
-One half	11%	17%	11%	8%
-One third	7%	0%	11%	0%
-Other (evenly split between 1/4 and 3/4)	11%	0%	11%	16%
-Not applicable	7%	-	-	25%
-No response given	4%	-	7%	-
*2. If you classify your Texas documents, what classification scheme do you use ?				
-Dewey	15%	33%	7%	33%
-Library of Congress	24%	33%	32%	0%
-Texas State Library	61%	67%	61%	58%
-Other	7%	17%	7%	0%
-Not applicable (do not classify)	7%	-	-	25%
-No response given	2%	-	-	8%
3. If you do not classify, but do arrange your documents, on what is the arrangement based ?				
-Issuing agency	100%	-	-	100%
-Subject	0%	-	-	-
4. Do you shelve Texas documents as a seperate collection or integrate them into your general collection ?				
-Seperate	74%	100%	64%	83%
-Integrate all	22%	-	29%	16%
-No response given	4%	-	7%	-
*5. Where do you keep you Texas documents ?				
-Vertical file	20%	17%	14%	33%
-Shelf	93%	83%	96%	92%

* Questions which can have more than 1 response.

SECTION E: CATALOGING	ALL LIBRARIES	Private Academic Libraries	Public Academic Libraries	Public Libraries
1. Do you catalog your Texas documents ?				
-Yes	54%	50%	54%	58%
-No	22%	33%	18%	25%
-Shelf list only	17%	17%	21%	8%
-No response given	7%	-	8%	8%
If yes, what portion of them are cataloged ?				
-All	40%	25%	47%	40%
-One half	16%	50%	7%	20%
-One third	24%	25%	27%	20%
-Other	20%	-	20%	20%
2. If you catalog Texas documents, what type of cataloging do you use ?				
-Full	68%	50%	67%	83%
-Brief	32%	50%	33%	17%
3. Where are your catalog cards for Texas documents filed ?				
-Main catalog	67%	50%	68%	83%
-Seperate catalog	30%	50%	27%	17%
-Other	3%	-	5%	-
4. Where is the card catalog containing cards for Texas documents located ?				
-Reading room	31%	25%	29%	50%
-Documents section	44%	75%	38%	50%
-Other	25%	-	33%	-
5. Do you have access to O.C.L.C. ?				
-Yes	50%	50%	57%	33%
-No	46%	50%	36%	67%
-No response given	4%	-	7%	-
**6. Do you imput cataloging on Texas documents into O.C.L.C. ?				
-Yes	57%	66%	56%	50%
-No	39%	33%	44%	25%
-No response given	4%	-	-	25%

** Tabulated from only those libraries with access.

	ALL LIBRARIES	Private Academic Libraries	Public Academic Libraries	Public Libraries
**7. Have you produced catalog cards for Texas documents using O.C.L.C. ?				
-Yes	57%	66%	63%	25%
-No	39%	33%	37%	50%
-No response given	4%	-	-	25%
8. If you have used O.C.L.C. for cataloging Texas documents, have you been able to locate records with Texas State Library classification numbers ?		- See Appendix F -		

SECTION F: PROGRAM DEVELOPMENT

See PART III for results

SECTION G: TEXAS STATE DOCUMENTS CHECKLIST

*1. What is the primary use you make of the monthly checklist ?				
-Shipping list	65%	50%	64%	75%
-Acquisition tool	24%	33%	18%	33%
-Reference tool	33%	33%	40%	17%
-Catalog	22%	0%	25%	25%
2. Do you retain the monthly checklist ?				
-Yes	100%	100%	100%	100%
-No	0%	-	-	-
3. Do you route the checklist ?				
-Yes	35%	17%	43%	25%
-No	65%	83%	57%	75%
If yes, to whom ?				
-Documents librarian	44%	0%	42%	66%
-Reference section	81%	100%	67%	100%
-Acquisitions department	19%	0%	17%	33%
-Other	13%	0%	17%	0%
4. Ideally, how many copies of the checklist would you like to receive each month ?				
-1	15%	17%	18%	8%
-2	54%	50%	50%	67%
-3	17%	17%	21%	8%
-4	2%	0%	4%	0%
-5	9%	17%	7%	8%
-6	2%	0%	0%	8%

** Tabulated from only those libraries with access.
* Questions which can have more than 1 response.

	ALL LIBRARIES	Private Academic Libraries	Public Academic Libraries	Public Libraries
5. Do you bind your checklists ?				
-Yes	22%	17%	21%	25%
-No	76%	83%	75%	75%
-No response given	2%	0%	4%	0%
6. How complete are your holdings of the checklist ?		- See Appendix G -		
7. What improvements, additions, or changes would you like to see in the checklist ?		- See Appendix H -		

SECTION H: INDEXES

1. How ofter do you use the Texas state documents title index ?				
-Daily	7%	0%	11%	0%
-Occasionally	54%	50%	46%	75%
-Rarely	37%	33%	43%	25%
-Never	2%	17%	0%	0%
2. How helpful have you found the title index ?				
-Very	22%	0%	25%	25%
-Moderately	43%	33%	39%	58%
-Little	33%	66%	32%	17%
-No response given	2%	17%	4%	0%
3. Do you route the title index ?				
-Yes	22%	17%	25%	17%
-No	74%	67%	71%	83%
-No response given	4%	17%	4%	0%
4. If you do not use the title index or if you find it of little use in your library, please give reasons and/or suggestions for improvement.		- See Appendix I -		
5. How often do you use the Texas state documents subject index ?				
-Daily	13%	17%	18%	0%
-Occasionally	59%	33%	46%	100%
-Rarely	24%	17%	36%	0%
-Never	4%	33%	0%	0%

	ALL LIBRARIES	Private Academic Libraries	Public Academic Libraries	Public Libraries
6. How helpful have you found the subject index ?				
-Very	30%	33%	32%	25%
-Moderately	48%	17%	46%	67%
-Little	22%	50%	21%	8%
7. If you do not use the subject index or if you find it of little use in your library, please give reasons and/or suggestions for improvement.		- See Appendix I -		
8. In general, what has your reaction been to the title and subject indexes ?		- See Appendix I -		

SECTION I: MICROFORMS

*1. What kind of microform readers are available in or near the documents area ?				
-Microfilm 16mm	50%	50%	54%	42%
-Cartridge 16mm	2%	0%	0%	8%
-Microfilm 35mm	78%	83%	82%	67%
-Cartridge 35mm	0%	-	-	-
-Michofiche	83%	100%	79%	83%
-Other (Microcard,etc.)	15%	83%	7%	0%
-No machines available	9%	0%	14%	0%
2. Is there a reader/printer easily available in your library ?				
-Yes	91%	100%	90%	92%
-No	9%	0%	10%	8%
If yes,				
-Microfilm	83%	100%	82%	75%
-Microfiche	76%	83%	86%	50%
3. What do you charge for making copies ?				
-5¢	7%	17%	7%	0%
-10¢	46%	33%	50%	17%
-15¢	18%	33%	14%	17%
-20¢	4%	0%	7%	0%
-25¢	13%	17%	7%	25%
-30¢	2%	0%	4%	0%
-50¢	2%	0%	0%	8%

* Questions which can have more than 1 response.

	ALL LIBRARIES	Private Academic Libraries	Public Academic Libraries	Public Libraries
4 Would you prefer positive or negative microfilm/ fiche ?				
-Positive	56%	50%	57%	58%
-Negative	28%	33%	25%	33%
-No response given	15%	17%	18%	8%
5. Estimate, if possible, the number of documents your library would purchase if available on microfiche at a cost of 25 to 40 cents per fiche ?		_ See Appendix J -		
6. Would your library be interested in purchasing all documents listed on the checklists in a microfilm format ?				
-Yes	13%	0%	21%	0%
-No	35%	17%	36%	42%
-Possibly	50%	66%	43%	58%
SECTION J: GENERAL				
1. Are you a member of A.L.A. G.O.D.O.R.T. ?				
-Yes	26%	50%	29%	8%
-No	70%	50%	67%	83%
-No response given	4%	0%	4%	8%
2. Are you a member of T.L.A. government documents roundtable ?				
-Yes	41%	50%	50%	17%
-No	54%	50%	46%	75%
-No response given	4%	0%	4%	8%
3. What activities could the T.L.A. government documents roundtable undertake that would be of interest to you ?		_ See Appendix K -		
4. Have you used Texas Reference Sources ?				
-Yes	50%	50%	57%	33%
-No	48%	50%	43%	58%
-No response given	2%	0%	0%	8%
Was it useful ?				
-Yes	20%	33%	31%	25%
-No	0%	-	-	-
-No response given	80%	66%	69%	75%

PART II. PROGRAM DEVELOPMENT

Section 'F', PROGRAM DEVELOPMENT, was included on the survey in hopes of determining which Clearinghouse activities are most important from the perspective of the depository library. Each depository was instructed to numerically rank (with 1 as most important, 2 as second most important, etc.) 11 current or pending Clearinghouse projects in terms of their relative importance to that responding library.

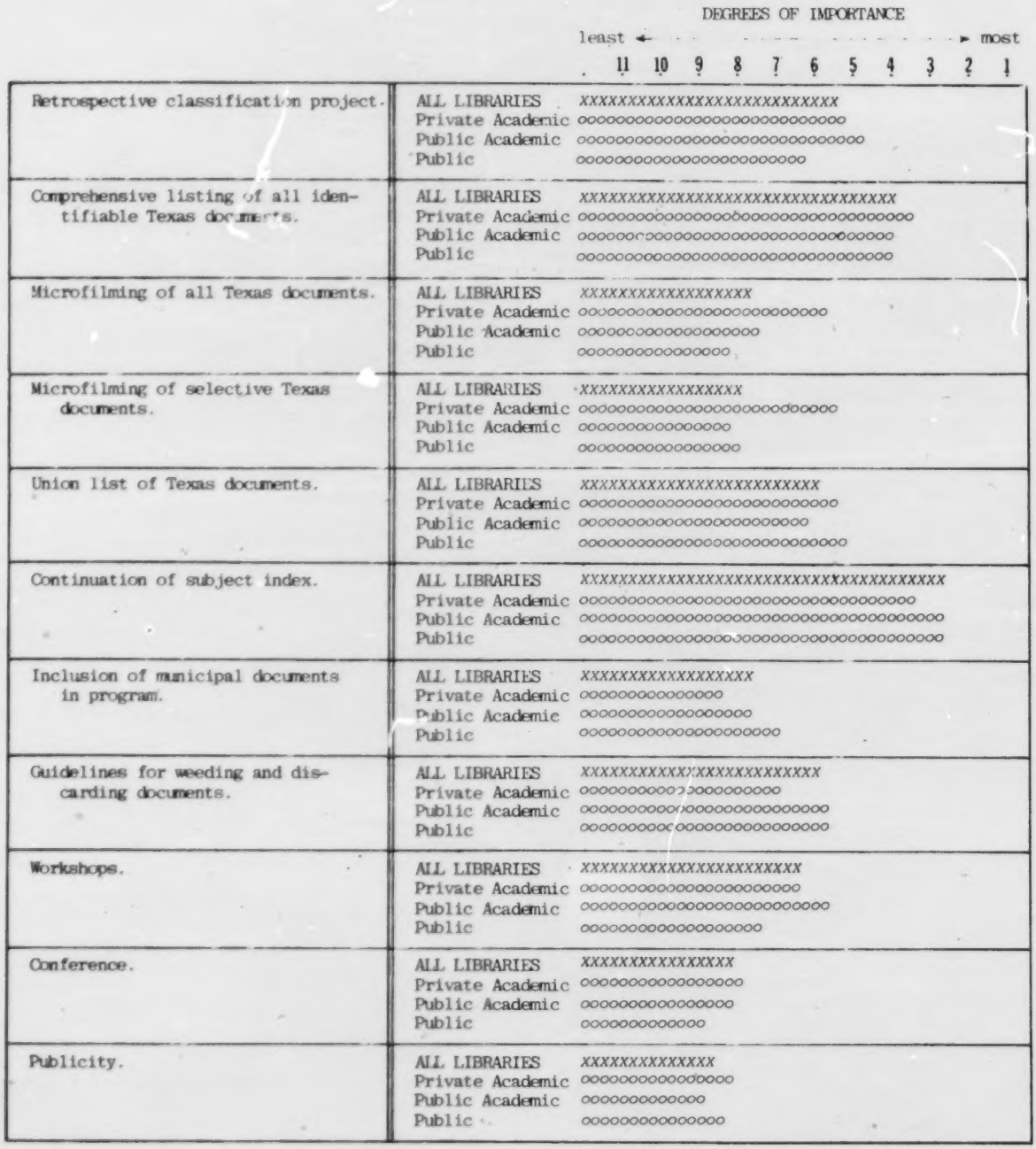
Figure a represents a tabulation and ranking of the 11 projects according to how many 1st, 2nd, and 3rd votes each received. For example, 'Union list of Tx. Documents' received a total of 13 top-3 votes, thereby ranking it as more important than 'Guidelines for weeding and discarding documents' which received a total of 12 top-3 votes. (In the case of 'workshops' and 'inclusion of municipal publications' which both received a total of 5 top-3 votes, 'workshops' was given a higher ranking since it drew more of the #1 votes cast.)

Figure a

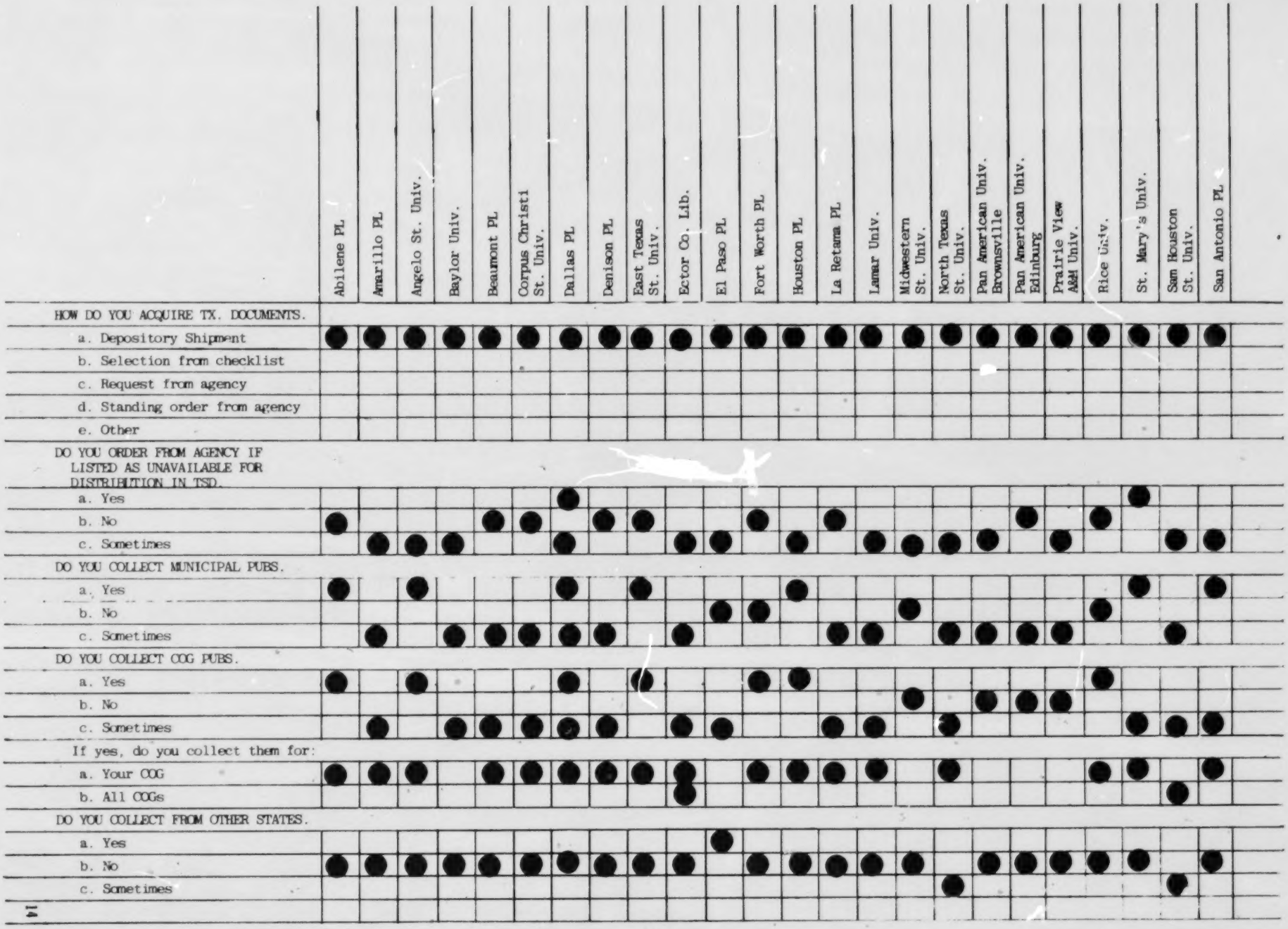
	DISTRIBUTION OF TOP PRIORITY VOTES CAST			
	1st	2nd	3rd	TOTAL
Continuation of subject index	18	8	3	29
Comprehensive listing of all identifiable Tx. documents	13	9	3	25
Retrospective classification project	8	9	5	22
Union list of Tx. documents	1	3	9	13
Guidelines for weeding and discarding documents	4	2	6	12
Microfilming of selective Tx. documents	1	0	8	9
Microfilming of all Tx. documents	0	6	2	8
Workshops	2	1	2	5
Inclusion of municipal publications	0	4	1	5
Publicity	0	2	2	4
Conference	0	1	0	1

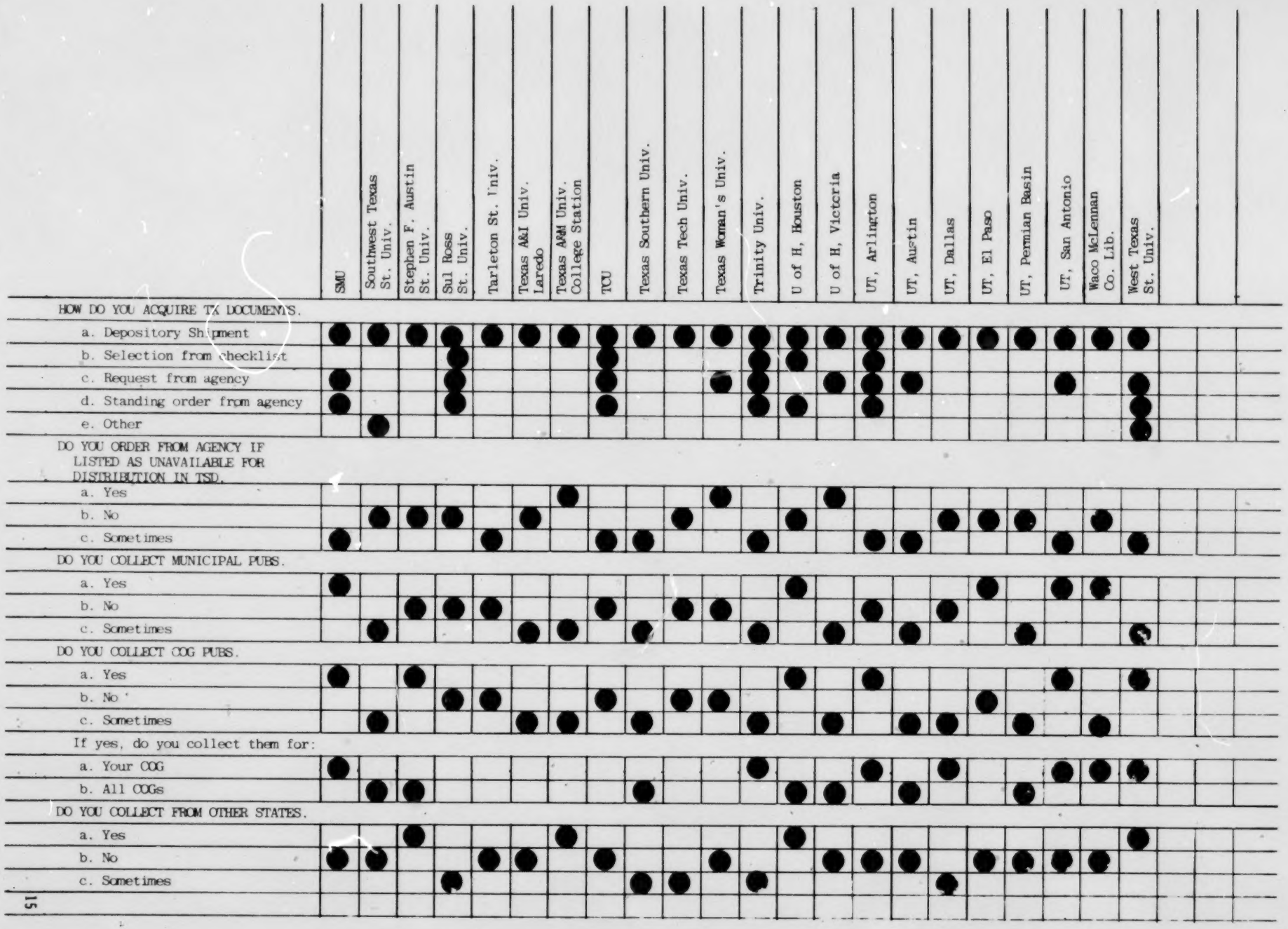
Figure b gives the average vote cast for the 11 projects as broken down into 4 categories of responding depository libraries - 1) All Libraries, 2) Private Academic Libraries, 3) Public Academic Libraries, and 4) Public Libraries. For example, the 'Microfilming of all Texas Documents' project was rated as more important by private academic depositories than by either public academic or public depositories. 'Continuation of the Subject Index', on the other hand, was given almost the same degree of importance by all the library categories.

Figure b



PART III: INDIVIDUAL LIBRARY RESPONSES


Abilene PL
Amarillo PL
Angelo St. Univ.
Baylor Univ.
Beaumont PL
Corpus Christi St. Univ.
Dallas PL
Denison PL
East Texas St. Univ.
Ector Co. Lib.
El Paso PL
Fort Worth PL
Houston PL
La Retama PL
Lamar Univ.
Midwestern St. Univ.
North Texas St. Univ.
Pan American Univ. Brownsville
Pan American Univ. Edinburg
Prairie View A&M Univ.
Rice Univ.
St. Mary's Univ.
Sam Houston St. Univ.
San Antonio PL
HOW DO YOU ACQUIRE TX. DOCUMENTS.
a. Depository Shipment
b. Selection from checklist
c. Request from agency
d. Standing order from agency
e. Other
DO YOU ORDER FROM AGENCY IF LISTED AS UNAVAILABLE FOR DISTRIBUTION IN TSD.
a. Yes
b. No
c. Sometimes
DO YOU COLLECT MUNICIPAL PUBS.
a. Yes
b. No
c. Sometimes
DO YOU COLLECT COG PUBS.
a. Yes
b. No
c. Sometimes
If yes, do you collect them for:
a. Your COG
b. All COGs
DO YOU COLLECT FROM OTHER STATES.
a. Yes
b. No
c. Sometimes


SMU
Southwest Texas St. Univ.
Stephen F. Austin St. Univ.
Sul Ross St. Univ.
Tarleton St. Univ.
Texas A&I Univ. Laredo
Texas A&M Univ. College Station
TCU
Texas Southern Univ.
Texas Tech Univ.
Texas Woman's Univ.
Trinity Univ.
U of H, Houston
U of H, Victoria
UT, Arlington
UT, Austin
UT, Dallas
UT, El Paso
UT, Permian Basin
UT, San Antonio
Waco McLennan Co. Lib.
West Texas St. Univ.
HOW DO YOU ACQUIRE TX DOCUMENTS.
a. Depository Shipment
b. Selection from checklist
c. Request from agency
d. Standing order from agency
e. Other
DO YOU ORDER FROM AGENCY IF LISTED AS UNAVAILABLE FOR DISTRIBUTION IN TSD.
a. Yes
b. No
c. Sometimes
DO YOU COLLECT MUNICIPAL PUBS.
a. Yes
b. No
c. Sometimes
DO YOU COLLECT COG PUBS.
a. Yes
b. No
c. Sometimes
If yes, do you collect them for:
a. Your COG
b. All COGs
DO YOU COLLECT FROM OTHER STATES.
a. Yes
b. No
c. Sometimes

	Abilene PL	Amarillo PL	Angelo St. Univ.	Baylor Univ.	Beaumont PL	Corpus Christi St. Univ.	Dallas PL	Denison PL	East Texas St. Univ.	Ector Co. Lib.	El Paso PL	Fort Worth PL	Houston PL	La Retama PL	Lamar Univ.	Midwestern St. Univ.	North Texas St. Univ.	Pan American Univ. Brownsville	Pan American Univ. Edinburg	Prairie View A&M Univ.	Rice Univ.	St. Mary's Univ.	Sam Houston St. Univ.	San Antonio PL
TX. DOCS. MAKE UP WHAT PART OF LIBRARIAN'S WORK.																								
a. All																								
b. At least half													●						●					
c. Very little	●	●	●	●		●		●	●					●	●			●			●	●	●	●
d. Other					●		●			●	●	●				●	●			●				
OTHER LIB. STAFF WORKING WITH TEXAS DOCUMENTS.																								
a. Professional		1		1	2	1			1				1			1						3	1	
b. Nonprofessional	2		1	2			1	2	6	5	1	1	2		½	1	1½			1			1	1
WHO UNPACKS THE MO. SHIPMENTS.																								
a. Professional				●	●		●			●			●	●	●			●						●
b. Nonprofessional	●	●	●					●	●		●	●				●	●		●	●	●	●	●	
HOW MUCH TIME BETWEEN RECEIPT OF SHIPMENT & UNPACKING.																								
a. Same day							●										●							
b. 1-2 days	●	●	●	●				●		●	●	●						●	●					
c. 3-5 days					●	●				●					●	●				●		●	●	
d. 1 week													●											●
e. 2-4 weeks																					●			
f. Other									●					●										
HOW MANY TX. DOCS. IN COLLECTION.																								
a. Under 1000																		●						
b. 1000-5000		●			●	●		●		●	●			●	●					●	●			
c. 5000-10,000	●		●	●			●		●			●	●				●		●			●	●	
d. 10,000-50,000																●								●
e. Over 50,000																								
DO YOU HAVE A MANUAL FOR TX. DOCS.																								
a. Yes											●				●	●					●			
b. No	●	●	●	●	●	●	●	●	●	●		●	●	●			●	●	●	●		●	●	●

	SMU	Southwest Texas St. Univ.	Stephen F. Austin St. Univ.	Sul Ross St. Univ.	Tarleton St. Univ.	Texas A&I Univ. Laredo	Texas A&M Univ. College Station	TCU	Texas Southern Univ.	Texas Tech Univ.	Texas Woman's Univ.	Trinity Univ.	U of H, Houston	U of H, Victoria	UT, Arlington	UT, Austin	UT, Dallas	UT, El Paso	UT, Permian Basin	UT, San Antonio	Waco McLennan Co. Lib.	West Texas St. Univ.			
TX. DOCS. MAKE UP WHAT PART OF LIBRARIAN'S WORK.																									
a. All																									
b. At least half			●																		●				
c. Very little		●		●	●	●			●	●		●	●	●			●		●					
d. Other	●							●							●	●		●		●		●			
OTHER LIB. STAFF WORKING WITH TEXAS DOCUMENTS.																									
a. Professional																									
b. Nonprofessional		1½	½		1	3	1			5	1½	1	3	1	1	2	5	2½	1	1	1	4			
WHO UNPACKS THE MO. SHIPMENTS.																									
a. Professional	●			●				●																	
b. Nonprofessional		●	●		●	●	●			●	●	●	●	●	●	●	●	●	●	●	●	●			
HOW MUCH TIME BETWEEN RECEIPT OF SHIPMENT & UNPACKING.																									
a. Same day																						●			
b. 1-2 days	●				●	●	●		●	●	●			●	●	●	●			●	●				
c. 3-5 days								●				●						●							
d. 1 week		●	●	●									●												
e. 2-4 weeks																			●						
f. Other																									
HOW MANY TX. DOCS. IN COLLECTION.																									
a. Under 1000																									
b. 1000-5000	●					●				●				●			●	●	●		●				
c. 5000-10,000		●		●	●			●	●		●	●			●							●			
d. 10,000-50,000			●				●						●			●				●					
e. Over 50,000																									
DO YOU HAVE A MANUAL FOR TX. DOCS.																									
a. Yes		●	●											●				●				●			
b. No	●			●	●	●	●	●	●	●	●	●	●		●	●	●		●	●	●				

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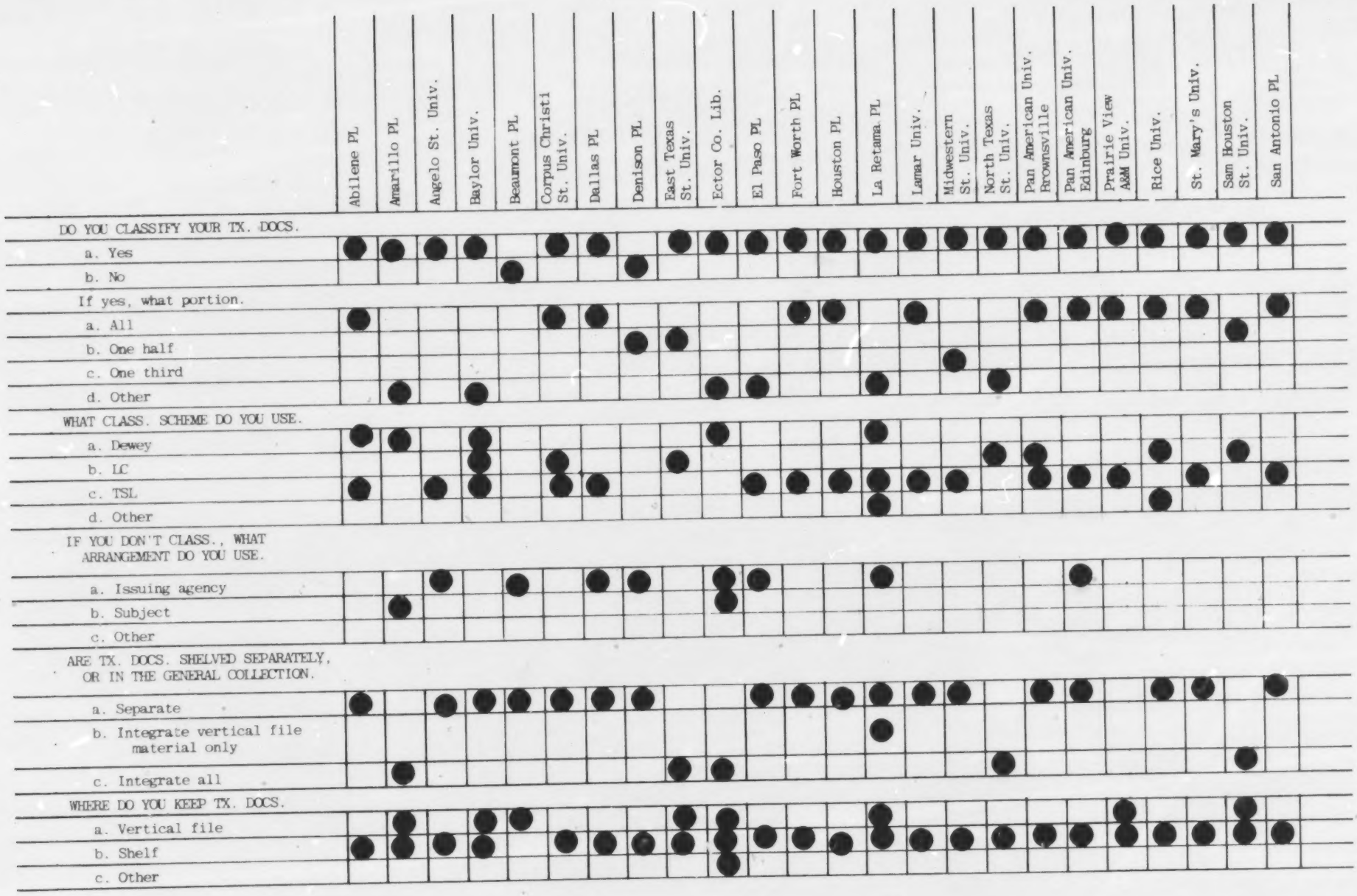
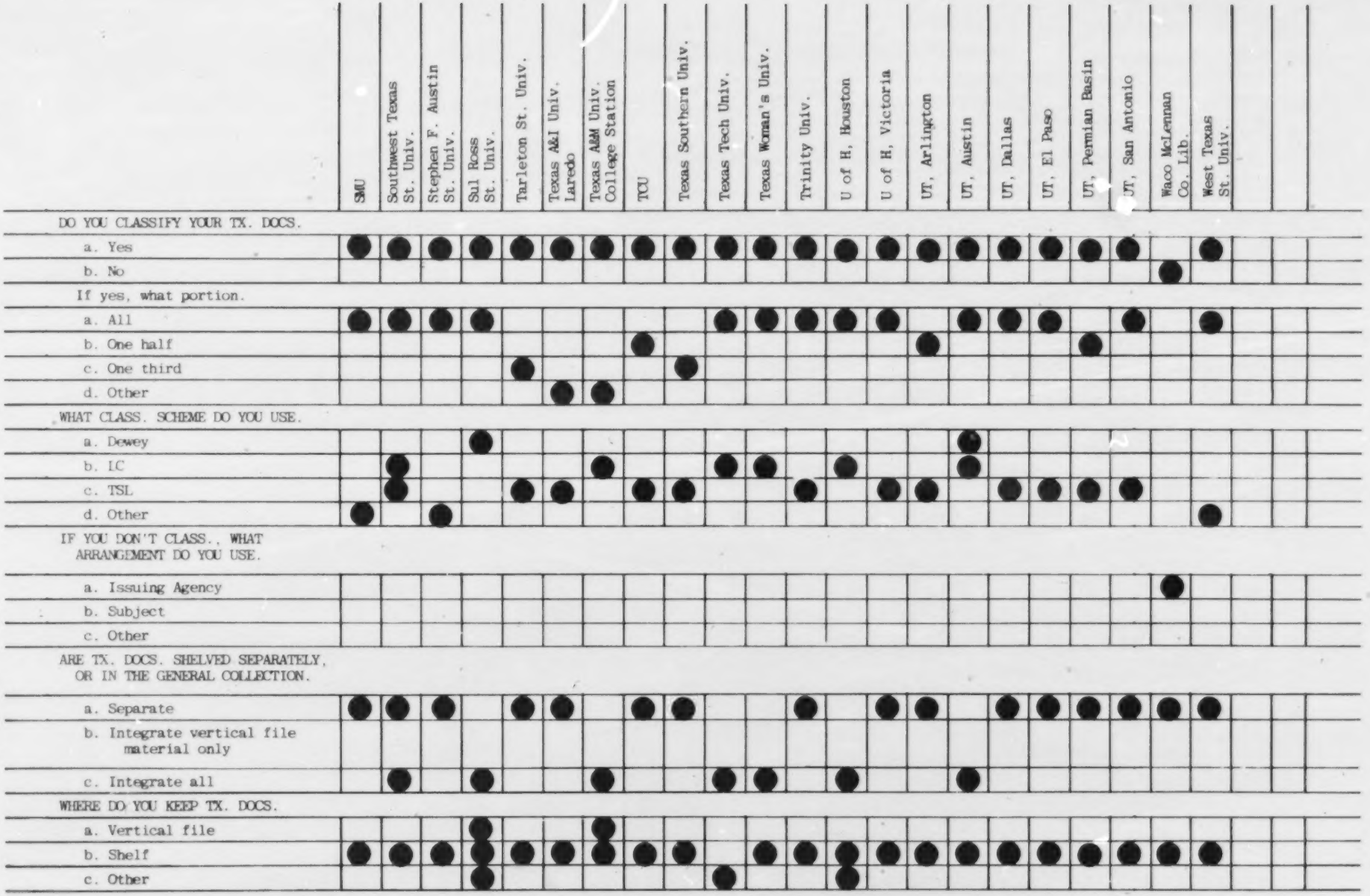

Abilene PL
Amarillo PL
Angelo St. Univ.
Baylor Univ.
Beaumont PL
Corpus Christi St. Univ.
Dallas PL
Denison PL
East Texas St. Univ.
Ector Co. Lib.
El Paso PL
Fort Worth PL
Houston PL
La Retama PL
Lamar Univ.
Midwestern St. Univ.
North Texas St. Univ.
Pan American Univ. Brownsville
Pan American Univ. Edinburg
Prairie View A&M Univ.
Rice Univ.
St. Mary's Univ.
Sam Houston St. Univ.
San Antonio PL
DO YOU CLASSIFY YOUR TX. DOCS.
a. Yes
b. No
If yes, what portion.
a. All
b. One half
c. One third
d. Other
WHAT CLASS. SCHEME DO YOU USE.
a. Dewey
b. LC
c. TSL
d. Other
IF YOU DON'T CLASS., WHAT ARRANGEMENT DO YOU USE.
a. Issuing agency
b. Subject
c. Other
ARE TX. DOCS. SHELVED SEPARATELY, OR IN THE GENERAL COLLECTION.
a. Separate
b. Integrate vertical file material only
c. Integrate all
WHERE DO YOU KEEP TX. DOCS.
a. Vertical file
b. Shelf
c. Other


SMU
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UT, Dallas
UT, El Paso
UT, Permian Basin
UT, San Antonio
Waco McLennan Co. Lib.
West Texas St. Univ.
DO YOU CLASSIFY YOUR TX. DOCS.
a. Yes
b. No
If yes, what portion.
a. All
b. One half
c. One third
d. Other
WHAT CLASS. SCHEME DO YOU USE.
a. Dewey
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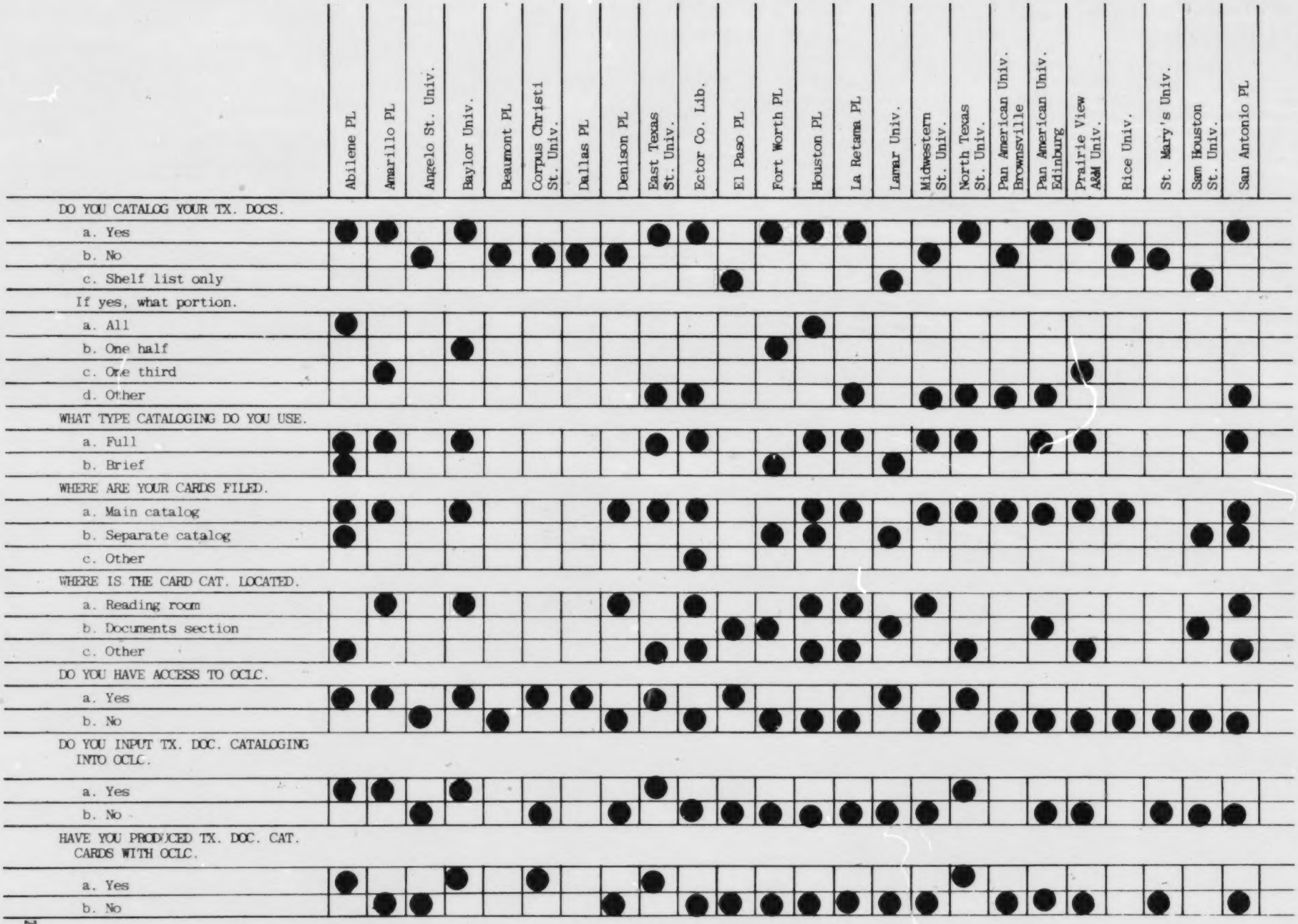
c. TSL
d. Other
IF YOU DON'T CLASS., WHAT ARRANGEMENT DO YOU USE.
a. Issuing Agency
b. Subject
c. Other
ARE TX. DOCS. SHELVED SEPARATELY, OR IN THE GENERAL COLLECTION.
a. Separate
b. Integrate vertical file material only
c. Integrate all
WHERE DO YOU KEEP TX. DOCS.
a. Vertical file
b. Shelf
c. Other


Abilene PL
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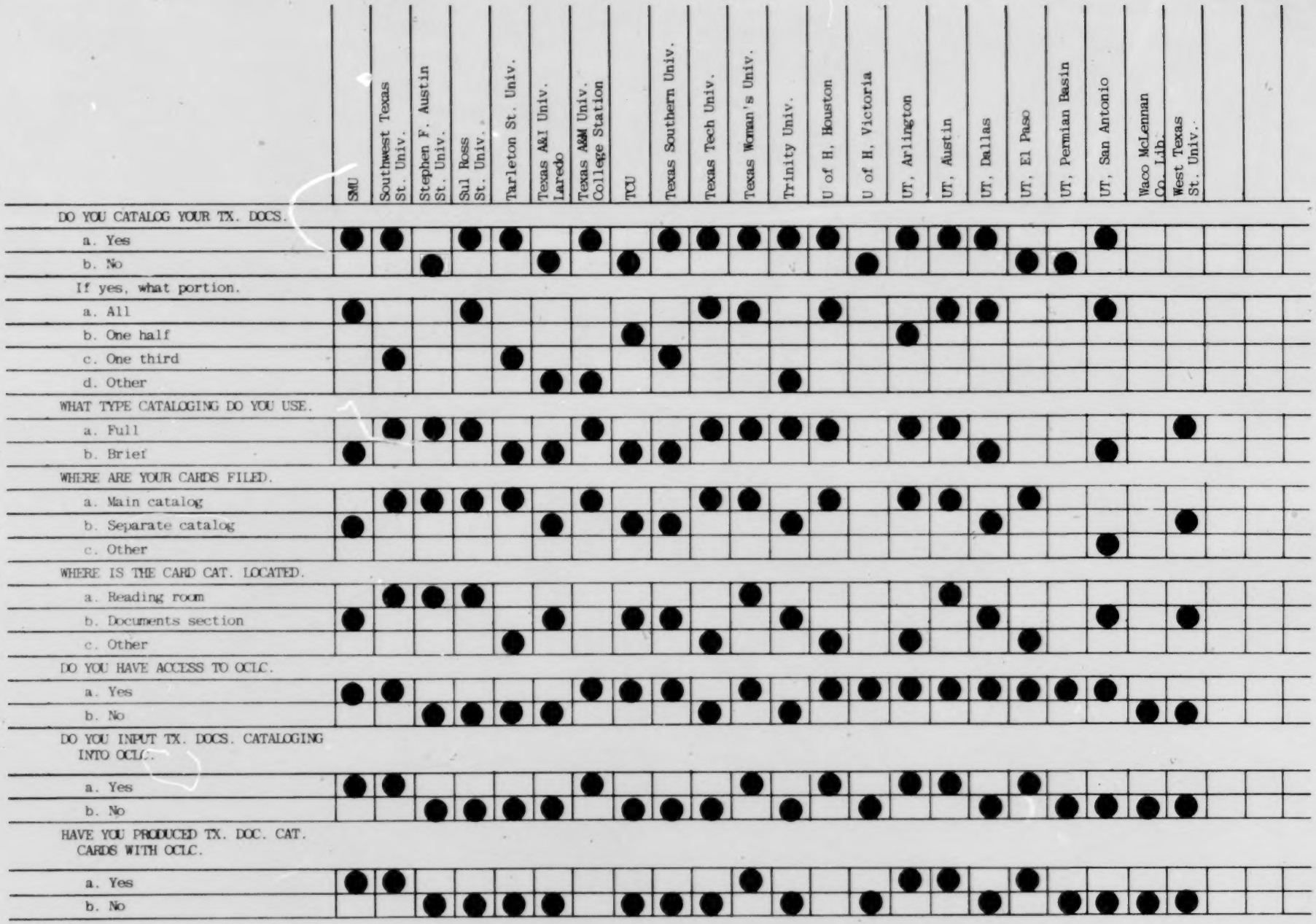
North Texas St. Univ.
Pan American Univ. Brownsville
Pan American Univ. Edinburg
Prairie View A&M Univ.
Rice Univ.
St. Mary's Univ.
Sam Houston St. Univ.
San Antonio PL
DO YOU CATALOG YOUR TX. DOCS.
a. Yes
b. No
c. Shelf list only
If yes, what portion.
a. All
b. One half
c. One third
d. Other
WHAT TYPE CATALOGING DO YOU USE.
a. Full
b. Brief
WHERE ARE YOUR CARDS FILED.
a. Main catalog
b. Separate catalog
c. Other
WHERE IS THE CARD CAT. LOCATED.
a. Reading room
b. Documents section
c. Other
DO YOU HAVE ACCESS TO OCLC.
a. Yes
b. No
DO YOU INPUT TX. DOC. CATALOGING INTO OCLC.
a. Yes
b. No
HAVE YOU PRODUCED TX. DOC. CAT. CARDS WITH OCLC.
a. Yes
b. No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UT, Dallas
UT, El Paso
UT, Permian Basin
UT, San Antonio
Waco McLennan Co. Lib.
West Texas St. Univ.
DO YOU CATALOG YOUR TX. DOCS.
a. Yes
b. No
If yes, what portion.
a. All
b. One half
c. One third
d. Other
WHAT TYPE CATALOGING DO YOU USE.
a. Full
b. Brief
WHERE ARE YOUR CARDS FILED.
a. Main catalog
b. Separate catalog
c. Other
WHERE IS THE CARD CAT. LOCATED.
a. Reading room
b. Documents section
c. Other
DO YOU HAVE ACCESS TO OCLC.
a. Yes
b. No
DO YOU INPUT TX. DOCS. CATALOGING INTO OCLC.
a. Yes
b. No
HAVE YOU PRODUCED TX. DOC. CAT. CARDS WITH OCLC.
a. Yes
b. No

	Abilene PL	Amarillo PL	Angelo St. Univ.	Baylor Univ.	Beaumont PL	Corpus Christi St. Univ.	Dallas PL	Denison PL	East Texas St. Univ.	Ector Co. Lib.	El Paso PL	Fort Worth PL	Houston PL	La Retama PL	Lamar Univ.	Midwestern St. Univ.	North Texas St. Univ.	Pan American Univ. Brownsville	Pan American Univ. Edinburg	Prairie View A&M Univ.	Rice Univ.	St. Mary's Univ.	Sam Houston St. Univ.	San Antonio PL
HAVE YOU BEEN ABLE TO LOCATE RECORDS WITH TSL CLASS. NOS. IN OCLC.																								
a. Yes																								
b. No	●								●		●	●		●	●									
WHAT IS PRIMARY USE YOU MAKE OF THE MONTHLY CHECKLIST.																								
a. Shipping list	●	●			●	●	●	●	●		●		●		●	●	●			●	●		●	●
b. Acquisition tool			●				●		●	●	●						●					●		●
c. Reference tool			●	●					●	●	●						●		●	●		●	●	●
d. Catalog											●	●		●				●	●					
DO YOU RETAIN THE MO. CHECKLIST.																								
a. Yes	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
b. No																								
DO YOU ROUTE THE CHECKLIST.																								
a. Yes					●		●	●	●				●				●					●	●	
b. No	●	●	●	●		●				●	●	●		●	●	●		●	●	●	●			●
If yes, to whom.																								
a. Documents librarian							●		●								●							
b. Reference section					●		●	●	●													●	●	
c. Acquisitions department							●										●							
d. Other													●				●							
HOW MANY COPIES OF THE CHECKLIST WOULD YOU LIKE TO GET EACH MO.																								
Specify	2	2	1	2	1	1	5	2	1	2	3	2	6	2	2	2	3	1	3	3	1	2	5	2
DO YOU BIND YOUR CHECKLIST.																								
a. Yes							●	●						●			●		●		●			
b. No	●	●	●	●	●	●			●	●	●	●	●		●	●				●		●	●	●

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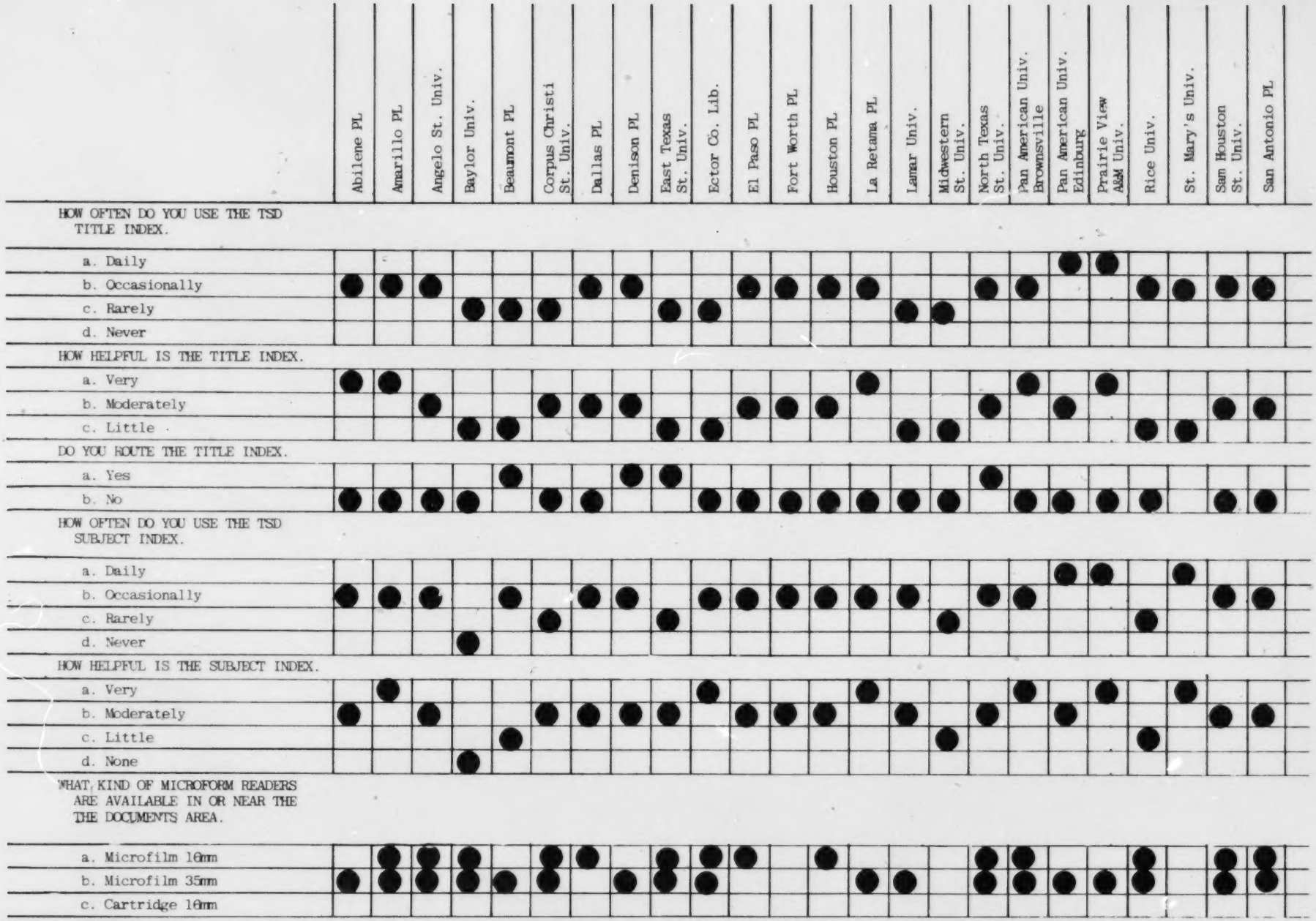
HAVE YOU BEEN ABLE TO LOCATE RECORDS WITH TSL CLASS. NOS. IN OCLC.																									
a. Yes		●																●							
b. No			●	●	●					●					●										
WHAT IS PRIMARY USE YOU MAKE OF THE MONTHLY CHECKLIST.																									
a. Shipping list		●	●			●	●	●			●	●	●	●			●	●		●	●	●			
b. Acquisition tool	●		●													●									
c. Reference tool			●						●						●		●	●							
d. Catalog				●	●					●					●				●						
DO YOU RETAIN THE MO. CHECKLIST.																									
a. Yes	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●			
b. No																									
DO YOU ROUTE THE CHECKLIST.																									
a. Yes				●	●		●			●					●	●	●					●			
b. No	●	●	●			●		●	●		●	●	●					●	●	●	●				
If yes, to whom.																									
a. Documents librarian															●							●			
b. Reference section				●			●			●				●			●					●			
c. Acquisitions department														●											
d. Other															●	●									
HOW MANY COPIES OF THE CHECKLIST WOULD YOU LIKE TO GET EACH MO.																									
Specify	3	2	4	3	3	1	2	2	2	2	2	5	3	2	2	5	2	2	2	2	2	2			
DO YOU BIND YOUR CHECKLIST.																									
a. Yes								●							●	●				●		●			
b. No	●	●	●	●	●	●	●		●	●	●	●	●	●			●	●	●		●				


Abilene PL
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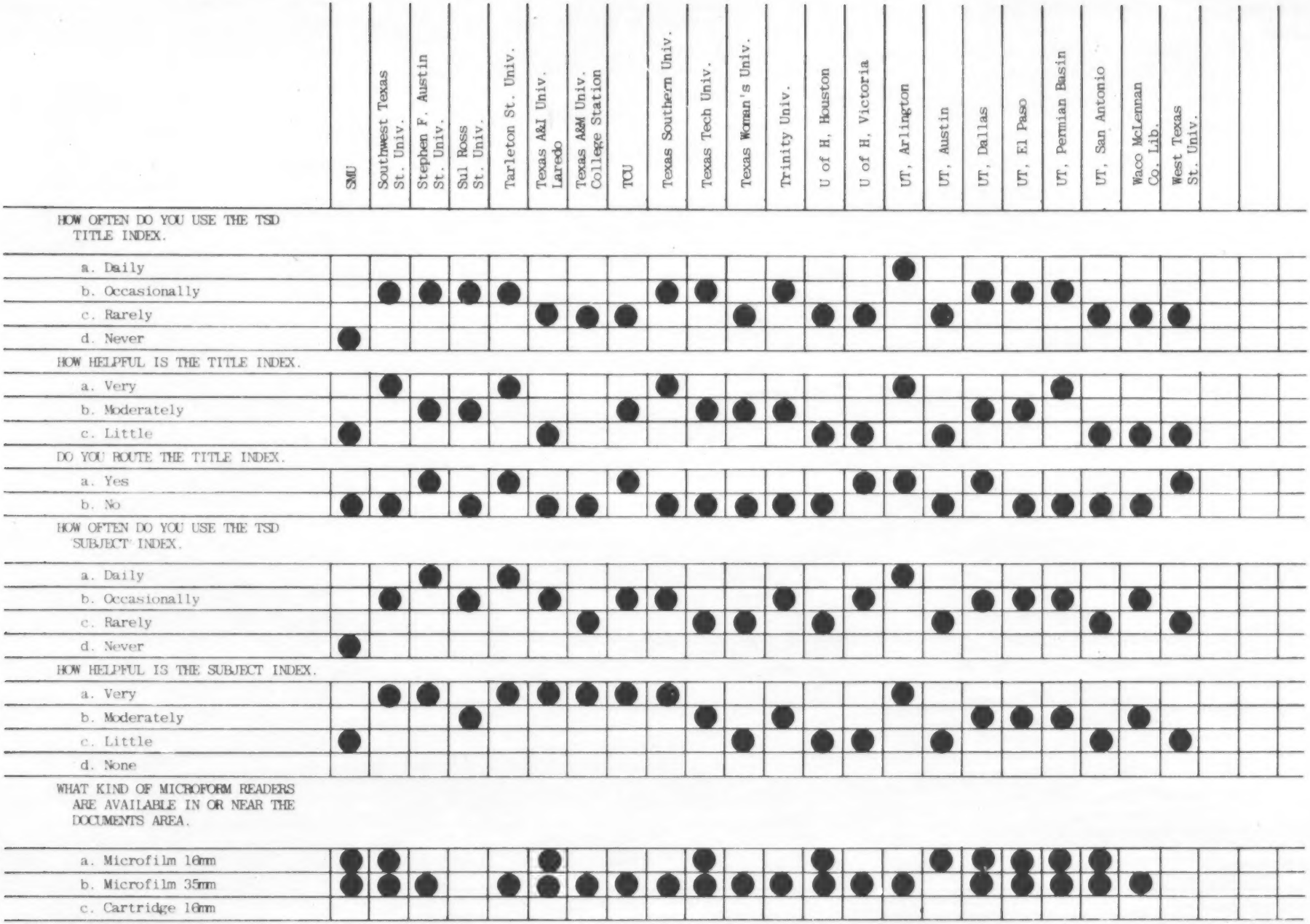
North Texas St. Univ.
Pan American Univ. Brownsville
Pan American Univ. Edinburg
Prairie View A&M Univ.
Rice Univ.
St. Mary's Univ.
Sam Houston St. Univ.
San Antonio PL
HOW OFTEN DO YOU USE THE TSD TITLE INDEX.
a. Daily
b. Occasionally
c. Rarely
d. Never
HOW HELPFUL IS THE TITLE INDEX.
a. Very
b. Moderately
c. Little
DO YOU ROUTE THE TITLE INDEX.
a. Yes
b. No
HOW OFTEN DO YOU USE THE TSD SUBJECT INDEX.
a. Daily
b. Occasionally
c. Rarely
d. Never
HOW HELPFUL IS THE SUBJECT INDEX.
a. Very
b. Moderately
c. Little
d. None
WHAT KIND OF MICROFORM READERS ARE AVAILABLE IN OR NEAR THE THE DOCUMENTS AREA.
a. Microfilm 16mm
b. Microfilm 35mm
c. Cartridge 16mm

(CONT.)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UT, Dallas
UT, El Paso
UT, Permian Basin
UT, San Antonio
Waco McLennan Co. Lib.
West Texas St. Univ.
HOW OFTEN DO YOU USE THE TSD TITLE INDEX.
a. Daily
b. Occasionally
c. Rarely
d. Never
HOW HELPFUL IS THE TITLE INDEX.
a. Very
b. Moderately
c. Little
DO YOU ROUTE THE TITLE INDEX.
a. Yes
b. No
HOW OFTEN DO YOU USE THE TSD SUBJECT INDEX.
a. Daily
b. Occasionally
c. Rarely
d. Never
HOW HELPFUL IS THE SUBJECT INDEX.
a. Very
b. Moderately
c. Little
d. None
WHAT KIND OF MICROFORM READERS ARE AVAILABLE IN OR NEAR THE DOCUMENTS AREA.
a. Microfilm 16mm
b. Microfilm 35mm
c. Cartridge 16mm

(CONT.)

	Abilene PL	Amarillo PL	Angelo St. Univ.	Baylor Univ.	Beaumont PL	Corpus Chrisit St. Univ.	Dallas PL	Denison Pl	East Texas St. Univ.	Ector Co. Lib.	El Paso PL	Fort Worth PL	Houston PL	La Retama PL	Lamar Univ.	Midwestern St. Univ.	North Texas St. Univ.	Pan American Univ. Brownsville	Pan American Univ. Edinburg	Prairie View A&M Univ.	Rice Univ.	St. Mary's Univ.	Sam Houston St. Univ.	San Antonio PL
MICROFORM READERS (CONT).																								
d. Cartridge 35mm																								
e. Microfiche	●	●	●	●	●	●	●		●	●	●	●	●	●	●		●	●	●	●	●	●	●	●
f. Other																●		●			●			
IS A READER/PRINTER EASILY AVAILABLE IN YOUR LIBRARY.																								
a. Yes	●	●		●	●	●	●	●	●	●	●	●	●			●	●	●	●	●	●	●		●
b. Microfilm	●	●		●	●	●	●	●	●	●	●	●			●	●	●	●	●		●	●		●
c. Microfiche					●	●	●		●		●	●			●	●	●	●	●	●	●	●		●
d. No			●																					
WHAT DO YOU CHARGE FOR COPIES.																								
Specify	.10	.25		.25	.25	.10		.15	.30	.15	.10	.25	.10	.10	.15	.10	.05	.10	.10	.10	.15	.10	.25	.10
DO YOU PREFER POSITIVE OR NEGATIVE MICROFILM/FICHE.																								
a. Positive	●	●	●	●	●			●	●			●	●				●	●	●	●			●	●
b. Negative							●			●	●			●		●					●	●		
ESTIMATE NO. OF DOCS. YOUR LIB. WOULD PURCHASE IF AVAILABLE ON MICROFICHE.																								
Specify				50				500				300	500			65			900	5000				
WOULD YOUR LIB. BE INTERESTED IN BUYING ALL DOCS. LISTED ON THE CHECKLISTS IN A MICROFILM FORMAT.																								
a. Yes																		●	●					
b. No	●	●	●	●					●					●									●	●
c. Possibly					●	●	●	●		●	●	●	●		●	●	●	●		●	●			
ARE YOU A MEMBER OF ALA GODORT.																								
a. Yes												●					●				●			
b. No	●	●	●	●	●	●		●		●	●		●	●	●	●		●	●	●		●	●	●

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MICROFORM READERS (CONT).																									
d. Cartridge 35mm																									
e. Microfiche	●	●	●		●	●	●	●		●	●	●	●	●	●		●	●	●	●	●				
f. Other		●		●				●				●			●			●	●						
IS A READER/PRINTER EASILY AVAILABLE IN YOUR LIBRARY.																									
a. Yes	●	●	●	●		●	●	●	●		●	●	●	●	●	●	●	●	●	●	●	●			
b. Microfilm	●	●	●	●		●	●	●			●	●	●	●	●	●	●		●	●		●			
c. Microfiche	●	●	●	●		●	●	●	●		●	●	●	●	●		●		●	●		●			
d. No					●					●															
WHAT DO YOU CHARGE FOR COPIES.																									
Specify	.15	.15		.10		.10	.10	.10	.10	.05	.15	.05	.10	.10	.25	.15	.10	.20	.10	.10	.50	.20			
DO YOU PREFER POSITIVE OR NEGATIVE MICROFILM/FICHE.																									
a. Positive	●			●			●	●	●					●		●	●	●		●	●				
b. Negative					●	●				●	●				●				●		●				
ESTIMATE NO. OF DOCS. YOUR LIB. WOULD PURCHASE IF AVAILABLE ON MICROFICHE.																									
Specify							All	50			All	50			75%			80%		All					
WOULD YOUR LIB. BE INTERESTED IN BUYING ALL DOCS. LISTED ON THE CHECKLISTS IN A MICROFILM FORMAT.																									
a. Yes			●				●				●				●						●	●			
b. No		●		●	●				●	●		●	●	●		●	●								
c. Possibly	●					●		●	●			●	●			●		●	●	●					
ARE YOU A MEMBER OF ALA GODORT.																									
a. Yes	●		●				●					●	●		●		●	●		●		●			
b. No		●		●	●	●		●	●	●	●			●		●			●		●				

	Abilene PL	Amarillo PL	Angelo St. Univ.	Baylor Univ.	Beaumont PL	Corpus Christi St. Univ.	Dallas PL	Denison PL	East Texas St. Univ.	Ector Co. Lib.	El Paso PL	Fort Worth PL	Houston PL	La Retama PL	Lamar Univ.	Midwestern St. Univ.	North Texas St. Univ.	Pan American Univ. Brownsville	Pan American Univ. Edinburg	Prairie View A&M Univ.	Rice Univ.	St. Mary's Univ.	Sam Houston St. Univ.	San Antonio PL
ARE YOU A MEMBER OF TLA GOV'T. DOCUMENTS ROUNDTABLE.																								
a. Yes			●			●			●		●		●		●					●	●		●	
b. No	●	●		●	●			●		●		●		●		●		●	●			●		●
HAVE YOU USED TLA REFERENCE ROUNDTABLE'S TEXAS REFERENCE SOURCES IN TX. DOCS. REF. WORK.																								
a. Yes	●	●	●			●			●	●			●			●	●	●	●	●	●	●	●	
b. No				●	●			●			●	●		●	●									●
If yes, did you find it useful.																								
a. Yes	●	●							●	●			●					●	●	●		●		
b. No																								

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ARE YOU A MEMBER OF TLA GOV'T. DOCUMENTS ROUNDTABLE.																									
a. Yes	●	●	●				●					●	●		●			●		●		●			
b. No				●	●	●		●	●	●	●			●		●	●		●		●				
HAVE YOU USED TLA REFERENCE ROUNDTABLE'S TEXAS REFERENCE SOURCES IN TX. DOCS. REF. WORK.																									
a. Yes		●		●				●					●		●	●		●				●			
b. No	●		●		●	●	●		●	●		●		●			●			●	●				
If yes, did you find it useful.																									
a. Yes																●		●							
b. No																									

APPENDICES

APPENDIX A: Texas State Documents Survey - 1977

Please check and/or answer all appropriate responses.

A. LIBRARY INFORMATION

Name of depository Library: _____

Mailing address and telephone: _____

B. DOCUMENTS ACQUISITION

1. How do you acquire Texas documents?

_____ Depository shipment _____ Selection from TEXAS STATE DOCUMENTS checklist

_____ Request directly from issuing agency _____ Standing order from issuing agency

_____ Other (specify) _____

2. Do you order state publications from the issuing agency if they are listed in TEXAS STATE DOCUMENTS as being unavailable for distribution?

_____ Yes _____ No _____ Sometimes _____ % of successful responses

3. Do you collect municipal publications?

_____ Yes _____ No _____ Sometimes

4. Do you collect Council of Governments publications?

_____ Yes _____ No _____ Sometimes

If yes, do you collect them for:

_____ Your COG _____ All COGs

5. Do you collect state documents from states other than Texas?

_____ Yes _____ No _____ Sometimes

If yes, which states do you collect from? _____

C. PROGRAM ADMINISTRATION

1. Librarian directly responsible for administering Texas documents.

Name and position: _____

2. Texas documents make up what portion of this librarian's work responsibility?

_____ All _____ At least half _____ Very little _____ Other _____

3. Other library staff working regularly with Texas documents:

Number and positions: _____

4. Who unpacks the monthly shipments of Texas documents?

Position and department: _____

5. Generally, how much time elapses between the receipt of a depository shipment and unpacking?

_____ 1-2 days _____ 3-5 days _____ 1 week _____ 2-4 weeks _____ Other

6. Approximately how many Texas documents does your library contain?

_____ Under 1000 _____ 5000-10,000 _____ Over 50,000

_____ 1000-5000 _____ 10,000-50,000

7. Have you developed a manual for the maintenance of Texas documents in your library?

_____ Yes (if yes, please attach a copy) _____ No

8. What changes, if any, have been made in your library's handling of Texas documents since the 1974 survey?

_____

_____

_____

D. CLASSIFICATION

1. Do you classify your Texas documents?

_____ Yes _____ No

If yes, what portion of them are classified?

_____ All _____ One half _____ One third _____ Other (specify)_____

2. If you classify your Texas documents, what classification scheme do you use?

_____ Dewey _____ LC _____ TSL _____ Other (specify)_____

3. If you do not classify, but do arrange your documents, on what is the arrangement based?

_____ Issuing agency _____ Subject _____ Other (specify)_____

4. Do you shelve Texas documents as a separate collection or integrate them into your general collection?

_____ Separate _____ Integrate vertical file material only _____ Intergrate all

5. Where do you keep your Texas documents?

_____ Vertical file _____ Shelf _____ Other (specify)_____

E. CATALOGING

1. Do you catalog your Texas documents?

_____ Yes _____ No _____ Shelf list only

If yes, what portion of them are cataloged?

_____ All _____ One half _____ One third _____ Other (specify)_____

2. If you catalog Texas documents, what type of cataloging do you use?

_____ Full _____ Brief

3. Where are your catalog cards for Texas documents filed?

_____ Main catalog _____ Separate catalog _____ Other (specify)_____

4. Where is the card catalog containing cards for Texas documents located?

_____ Reading room _____ Documents section _____ Other (specify)_____

5. Do you have access to OCLC?

_____ Yes _____ No

6. Do you input cataloging on Texas documents into OCLC?

_____ Yes _____ No

7. Have you produced catalog cards for Texas documents using OCLC?

_____ Yes _____ No Comments_____

_____

8. If you have used OCLC for cataloging Texas documents, have you been able to locate records with Texas State Library classification numbers?

_____ Yes _____ No Comments_____

_____

_____

F. PROGRAM DEVELOPMENT

Please arrange the following projects in order of importance according to the needs of your library.

_____ Retrospective classification project

_____ Comprehensive listing of all identifiable Texas documents

_____ Microfilming of all Texas documents

_____ Microfilming of selective Texas documents

_____ Union list of Texas documents

_____ Continuation of subject index

_____ Inclusion of municipal documents in program

_____ Guidelines for weeding and discarding documents

_____ Workshops

_____ Conference

_____ Publicity

G. TEXAS STATE DOCUMENTS CHECKLIST

1. What is the primary use you make of the monthly checklist?

_____ Shipping list _____ Acquisition tool _____ Reference tool _____ Catalog

2. Do you retain the monthly checklist?

_____ Yes _____ No

If yes, where do you shelve it?_____

3. Do you route the checklist?

_____ Yes _____ No

If yes, to whom?

_____ Documents librarian _____ Reference section _____ Acquisitions department

_____ Other (specify)_____

4. Ideally, how many copies of the checklist would you like to receive each month?

Specify_____

5. Do you bind your checklist?

_____ Yes _____ No

6. How complete are your holdings of the checklist (it began in 1921)?

Specify_____

7. What improvements, additions, or changes would you like to see in the checklist?

Specify_____

_____

_____

_____

H. INDEXES

1. How often do you use the TSD title index?

_____ Daily _____ Occasionally _____ Rarely _____ Never

2. How helpful have you found the title index?

_____ Very _____ Moderately _____ Little

3. Do you route the title index?

_____ Yes _____ No

If yes, to whom? (Specify)_____

4. If you do not use the title index or if you find it of little use in your library, please give reasons and/or suggestions for improvement.

_____

_____

_____

5. How often do you use the TSD subject index?

_____ Daily _____ Occasionally _____ Rarely _____ Never

6. How helpful have you found the subject index?

_____ Very _____ Moderately _____ Little

7. If you do not use the subject index or if you find it of little use in your library, please give reasons and/or suggestions for improvement.

_____

_____

_____

8. In general, what has your reaction been to the title and subject indexes?

_____

_____

_____

_____

I. MICROFORMS

1. What kind of microform readers are available in or near the documents area?

_____ Microfilm 16mm _____ Microfilm 35mm _____ Microfiche

_____ Cartridge 16mm _____ Cartridge 35mm _____ Other (specify)_____

2. Is there a reader/printer easily available in your library?

_____ Yes _____ Microfilm _____ Microfiche _____ No

3. What do you charge for making copies?_____ _____

4. Would you prefer positive or negative microfilm/fiche?

_____ Positive _____ Negative

5. Estimate, if possible, the number of documents your library would purchase if available on microfiche at a cost of 25 to 40¢ per fiche.

_____

6. Would your library be interested in purchasing all documents listed on the checklists in a microfilm format?

_____ Yes _____ No _____ Possibly

J. GENERAL

1. Are you a member of ALA GODORT?

_____ Yes _____ No

2. Are you a member of TLA Government Documents Roundtable?

_____ Yes _____ No

3. What activities, projects or programs could the TLA Documents Roundtable undertake that would be of interest to you?

_____

_____

_____

4. Have you used TLA Reference Roundtable's TEXAS REFERENCE SOURCES in Texas documents reference work?

_____ Yes _____ No

If yes, did you find it useful? Specify_____

_____

5. Please write any comments and criticisms you have of the Texas Documents program and make any suggestions for its future development.

_____

_____

_____

_____

_____

_____

_____

_____

_____

Please return this survey by August 15, 1977. Return to:

Texas State Publications Clearinghouse
Room 303
Texas State Library
Box 12927 Capitol Station
Austin, Texas 78711

APPENDIX B

Name, mailing address, and phone number of responding depository libraries.

1.	Abilene Public Library, 202 Cedar, Abilene, Texas 79601	915-677-2474
2.	Amarillo Public Library, P.O. Box 2171, Amarillo, Texas 79109	806-372-4211
3.	Angelo State University, Porter Henderson Library, 2601 West Avenue North, San Angelo, Texas 76901	915-942-2051
4.	Baylor University, Texas Collection, P.O. Box 6396, Waco, Texas 76706	817-755-2111
5.	Beaumont Public Library, P.O. Box 3827, Beaumont, Texas 77704	713-838-0808
6.	Corpus Christi State University, P.O. Box 6010, Corpus Christi, Texas 78411	512-991-6810
7.	Dallas Public Library, 1954 Commerce, Dallas, Texas 75201	214-748-9071
8.	Denison Public Library, 300 West Gandy, Denison, Texas 75020	214-465-1797
9.	East Texas State University, James G. Gee Library, Commerce, Texas 75428	214-468-2396
10.	Ector County Library, 622 North Lee, Odessa, Texas 79761	915-337-2501
11.	El Paso Public Library, 501 North Oregon, El Paso, Texas 79901	915-543-3808
12.	Fort Worth Public Library, Ninth and Throckmorton, Fort Worth, Texas 76102	817-335-4781
13.	Houston Public Library, 500 McKinney Avenue, Houston, Texas 77002	713-224-5441
14.	La Retama Public Library, 505 North Mesquite, Corpus Christi, Texas 78401	512-882-1937
15.	Lamar University, Mary and John Gray Library, Box 10021, Lamar University Station, Beaumont, Texas 77710	713-838-8313
16.	Midwestern State University, Moffett Library, Wichita Falls, Texas 76308	817-692-6611
17.	North Texas State University, Box 5188, North Texas Station, Denton, Texas 76203	817-788-2411
18.	Pan American University, Documents Department, Brownsville Center/80 Ft. Brown, Brownsville, Texas 78520	512-546-4393
19.	Pan American University, 1201 W. University, Edinburg, Texas 78539	512-381-2753
20.	Prairie View A&M University, W.R. Banks Library, Prairie View, Texas 77445	713-857-2012
21.	Rice University, Fondren Library, P.O. Box 1892, Houston, Texas 77001	713-527-8101
22.	St. Mary's University, Academic Library, 1 Camino Santa Maria, San Antonio, Texas 78284	512-436-3441
23.	Sam Houston State University, Huntsville, Texas 77341	713-296-6211
24.	San Antonio Public Library, 203 South Saint Mary's Street, San Antonio, Texas 78205	512-223-6851
25.	Southern Methodist University, Fondren Library, Dallas, Texas 75275	214-692-2331
26.	Southwest Texas State University, LRC, San Marcos, Texas 78666	512-245-2191
27.	Stephen F. Austin State University, Nacogdoches, Texas 75962	713-569-4307
28.	Sul Ross State University, Alpine, Texas 79830	915-837-3461
29.	Tarleton State University, Stephenville, Texas 76402	817-986-3112
30.	Texas A&I University at Laredo, Yeary Library, P.O. Box 537, Laredo, Texas 78040	512-722-8001
31.	Texas A&M University, Documents Department, College Station, Texas 77843	713-845-6111
32.	Texas Christian University, Mary Couts Burnett Library, Fort Worth, Texas 76129	817-926-2461
33.	Texas Southern University, 3201 Wheeler, Houston, Texas 77004	713-527-7148
34.	Texas Tech University, Lubbock, Texas 79409	806-742-2258
35.	Texas Woman's University, Box 23715, Denton, Texas 76204	817-387-1612
36.	Trinity University, 715 Stadium Drive, San Antonio, Texas 78284	512-736-8121
37.	University of Houston, 4800 Calhoun, Houston, Texas 77004	713-749-3715
38.	University of Houston Victoria Campus, 2302-C. East Red River, Victoria, Texas 77901	512-575-7436
39.	University of Texas at Arlington, Documents Division, Arlington, Texas 76019	817-273-3391
40.	University of Texas at Austin, SRH 2.109, Austin, Texas 78712	512-471-5961
41.	University of Texas at Dallas, Government Documents, P.O. Box 643, Richardson, Texas 75080	214-690-2951
42.	University of Texas at El Paso, El Paso, Texas 79968	915-747-5685

APPENDIX B (CONT).

43. University of Texas of the Permian Basin, Learning Resource Center, East University Blvd., Odessa, Texas 79762 915-367-2189
44. University of Texas at San Antonio, San Antonio, Texas 78285 512-691-4570
45. Waco McLennan County Library, 1717 Austin Avenue, Waco, Texas 76701 817-754-4694
46. West Texas State University, Box 748, West Texas Station, Canyon, Texas 79016 806-656-2761

APPENDIX C

Libraries collecting documents from states other than Texas.

1. El Paso Public Library- Arizona, California, New Mexico
2. Sam Houston State University- Louisiana, Oklahoma
3. Stephen F. Austin State University- All states
4. Texas A&M University- All states
5. Texas Tech University- Several states (did not specify)
6. University of Houston- Several states (did not specify)
7. West Texas State University- Louisiana, New Mexico, Oklahoma, South Dakota, Utah, others

APPENDIX D

Librarian directly responsible for administering Texas documents.

1. ABILENE PUBLIC LIBRARY - M.R. Thompson, Head/Technical Processing
2. AMARILLO PUBLIC LIBRARY - Mary Kay Snell, Head/Reference Department
3. ANGELO STATE UNIVERSITY - Mrs. Doreen Welch, Assistant Reader Services Librarian
4. BAYLOR UNIVERSITY - William L. Ming, Head/Acquisition and Bibliography
5. BEAUMONT PUBLIC LIBRARY - June Gunn, Reference Assistant
6. CORPUS CHRISTI STATE UNIVERSITY - Charles Baker, Reference Librarian
7. DALLAS PUBLIC LIBRARY - John E. George, Documents Librarian
8. DENISON PUBLIC LIBRARY - Gary F. Paikowski, Director
9. EAST TEXAS STATE UNIVERSITY - Ms. Kay Harvey, Assistant Serials Librarian
10. ECTOR COUNTY LIBRARY - Elizabeth Powell, Head/Southwest and Genealogy Department
11. EL PASO PUBLIC LIBRARY - Doris Nesbitt, Documents/Genealogy Librarian
12. FORT WORTH PUBLIC LIBRARY - Donald Jacobson, Head/Periodicals and Government Publications
13. HOUSTON PUBLIC LIBRARY - Mrs. Dorothy Glasser, Head/Texas and Local History Library
14. LA RETAMA PUBLIC LIBRARY - Aubrey W. George, Information Services Librarian
15. LAMAR UNIVERSITY - Karen E. Stoudenmier, Documents Librarian
16. MIDWESTERN STATE UNIVERSITY - Billye W. Jeter, Senior Documents Assistant
17. NORTH TEXAS STATE UNIVERSITY - Louise Evans, Assistant Director/Acquisitions Services
18. PAN AMERICAN UNIVERSITY, BROWNSVILLE - George R. Gause, Jr., Library Coordinator
19. PAN AMERICAN UNIVERSITY, EDINBURG - Bill Tinsman, Documents Librarian
20. PRAIRIE VIEW A&M UNIVERSITY - Alma Dawson, Head/Serials Department
21 RICE UNIVERSITY - Barbara Kile, Government Documents, Maps and Microform Librarian
22. ST. MARY'S UNIVERSITY - Regina Richter, Head/Reference Services
23. SAM HOUSTON STATE UNIVERSITY - Eleanor M. Wood, Serials/Document Supervisor
24. SAN ANTONIO PUBLIC LIBRARY - Joyce Benson, Librarian/Business, Science, and Technology
    Margaret Wilkens, Librarian/History, Social Science and General Reference
25. SOUTHERN METHODIST UNIVERSITY - Diane Wahl, Documents Librarian

APPENDIX D (CONT).

26. SOUTHWEST TEXAS STATE UNIVERSITY - Robert Harris, Reference Librarian
27. STEPHEN F. AUSTIN STATE UNIVERSITY - Betty Bennett, Documents Librarian
28. SUL ROSS STATE UNIVERSITY - Julia Moss, Catalog Librarian
29. TARLETON STATE UNIVERSITY - Christine E. Thompson, Technical Services Librarian
30. TEXAS A&I UNIVERSITY AT LAREDO - Jorge P. Mendoza, Reference and Documents Librarian
31. TEXAS A&M UNIVERSITY - No response
32. TEXAS CHRISTIAN UNIVERSITY - Mary Charlotte Faris, Documents Librarian
33. TEXAS SOUTHERN UNIVERSITY - Nornia Bean, Reference Librarian
34. TEXAS TECH UNIVERSITY - Ms. Mary Gordon, Gifts and Exchange Librarian
35. TEXAS WOMAN'S UNIVERSITY - No single person
36. TRINITY UNIVERSITY - Jane Low, Documents and Science Reference Librarian
37. UNIVERSITY OF HOUSTON - M. Williamson, Head/Serials Department
    Judy Myers, Documents Librarian
38. UNIVERSITY OF HOUSTON VICTORIA CAMPUS - Bruce T. Sajdak, Humanities Librarian
39. UNIVERSITY OF TEXAS AT ARLINGTON - Pamela A. Morris, Documents Librarian
40. UNIVERSITY OF TEXAS AT AUSTIN - Mary Beth Fleischer, Assistant Librarian/Barker Texas History Center
41. UNIVERSITY OF TEXAS AT DALLAS - Karen Stoll, Serials and Acquisitions Librarian
42. UNIVERSITY OF TEXAS AT EL PASO - Carol Watts, Acting Head/Documents, Microforms and Maps Department
43. UNIVERSITY OF TEXAS OF THE PERMIAN BASIN - Robert L. Turner, Reference Librarian
44. UNIVERSITY OF TEXAS AT SAN ANTONIO - Joan C. Schmelzle, Government Documents and Reference Librarian
45. WACO MCLENNAN COUNTY LIBRARY - Sue Kethley, Special Collections Librarian
46. WEST TEXAS STATE UNIVERSITY - Annette F. Cook, Head/Documents Department

APPENDIX E

Changes in handling of Texas documents since the 1974 survey.

1. ABILENE PUBLIC LIBRARY - Use TSL classification scheme for all serial documents.
2. BAYLOR UNIVERSITY - Have established a separate Texas Documents collection using TSL classification scheme.
3. DALLAS PUBLIC LIBRARY - Use TSL classification scheme for new material.
4. DENISON PUBLIC LIBRARY - Now arranging by issuing agency rather than by Dewey Decimal.
5. ECTOR COUNTY LIBRARY - Providing better subject and title access.
6. EL PASO PUBLIC LIBRARY - Use the TSL classification scheme.
7. FORT WORTH PUBLIC LIBRARY - Use TSL classification scheme.
8. HOUSTON PUBLIC LIBRARY - Use the TSL classification scheme, shelve Texas documents separately, route the checklist within the library.
9. LAMAR UNIVERSITY - Recently changed to TSL classification scheme.
10. MIDWESTERN STATE UNIVERSITY - Use the TSL classification scheme.
11. PAN AMERICAN UNIVERSITY, EDINBURG - Are planning to change to TSL classification scheme.
12. RICE UNIVERSITY - Have developed a KWOC index.
13. SAN ANTONIO PUBLIC LIBRARY - Use the TSL classification scheme.
14. SOUTHERN METHODIST UNIVERSITY - An agency/title/subject index has been established.
15. SOUTHWEST TEXAS STATE UNIVERSITY - Use the TSL classification scheme.
16. TARLETON STATE UNIVERSITY - Use the TSL classification scheme.
17. TEXAS CHRISTIAN UNIVERSITY - Use the TSL classification scheme, documents librarian now has the responsibility for Texas documents.
18. TEXAS WOMAN'S UNIVERSITY - No longer a separate collection, in the process of cataloging and adding to the main book collection.
19. TRINITY UNIVERSITY - Use TSL classification scheme, reclassifying older documents, use of a computer data base to produce a microfiche catalog and shelf list.

APPENDIX E (CONT).

20. UNIVERSITY OF TEXAS AT ARLINGTON - Use the TSL classification scheme and shelve in a separate collection.
21. UNIVERSITY OF TEXAS AT DALLAS - Use the TSL classification scheme.
22. UNIVERSITY OF TEXAS AT EL PASO - Use the TSL classification scheme.
23. UNIVERSITY OF TEXAS OF THE PERMIAN BASIN - Use the TSL classification scheme, have established a separate collection.
24. UNIVERSITY OF TEXAS AT SAN ANTONIO - Have established a computer produced KWIC index.
25. WEST TEXAS STATE UNIVERSITY - Adopted own classification scheme.

APPENDIX F

Comments regarding success in locating records with TSL classification numbers in OCLC.

1. EL PASO PUBLIC LIBRARY - No. Neither Document-Genealogy Section nor Cataloging Section has found records with TSL classification numbers. Interlibrary loan has used it and is occasionally successful.
2. LAMAR UNIVERSITY - No. "We have checked some documents which are new enough to have TSL numbers, but not on any shipping lists. They were on OCLC but no TSL class numbers came up."

APPENDIX G

Checklist holdings.

1. ABILENE PUBLIC LIBRARY - 1965 +
2. AMARILLO PUBLIC LIBRARY - Oct. 1973 +
3. ANGELO STATE UNIVERSITY - 1966 +
4. BAYLOR UNIVERSITY - 1970 +
5. BEAUMONT PUBLIC LIBRARY - No response given
6. CORPUS CHRISTI STATE UNIVERSITY - 1968 +
7. DALLAS PUBLIC LIBRARY - 1967 +
8. DENISON PUBLIC LIBRARY - No response given
9. EAST TEXAS STATE UNIVERSITY - 1931 +
10. ECTOR COUNTY LIBRARY - 1963 +
11. EL PASO PUBLIC LIBRARY - Unknown
12. FORT WORTH PUBLIC LIBRARY - No response given
13. HOUSTON PUBLIC LIBRARY - 1972 +
14. LA RETAMA PUBLIC LIBRARY - 1973 +
15. LAMAR UNIVERSITY - 1963 +
16. MIDWESTERN UNIVERSITY - 1963 +
17. NORTH TEXAS STATE UNIVERSITY - 1963 +
18. PAN AMERICAN UNIVERSITY, BROWNSVILLE - 1971 +
19. PAN AMERICAN UNIVERSITY, EDINBURG - 1970 +
20. PRAIRIE A&M UNIVERSITY - 1968 +
21. RICE UNIVERSITY - 1963 +
22. ST. MARY'S UNIVERSITY - 1970 +
23. SAM HOUSTON STATE UNIVERSITY - 1969 +
24. SAN ANTONIO PUBLIC LIBRARY - 1968 +
25. SOUTHERN METHODIST UNIVERSITY - 1956 +
26. SOUTHWEST TEXAS STATE UNIVERSITY - 1965 +
27. STEPHEN. F. AUSTIN STATE UNIVERSITY - 1921 +
28. SUL ROSS STATE UNIVERSITY - 1967 +
29. TARLETON STATE UNIVERSITY - 1970 +

APPENDIX G (CONT).

30. TEXAS A&I UNIVERSITY AT LAREDO - 1975 +
31. TEXAS A&M UNIVERSITY - 1941 +
32. TEXAS CHRISTIAN UNIVERSITY - 1921 +
33. TEXAS SOUTHERN UNIVERSITY - 1971 +
34. TEXAS TECH UNIVERSITY - 1972 +
35. TEXAS WOMAN'S UNIVERSITY - 1960 +
36. TRINITY UNIVERSITY - 1970 +
37. UNIVERSITY OF HOUSTON - 1963 +
38. UNIVERSITY OF HOUSTON VICTORIA CAMPUS - 1969 +
39. UNIVERSITY OF TEXAS AT ARLINGTON - 1964 +
40. UNIVERSITY OF TEXAS AT AUSTIN - 1921 +
41. UNIVERSITY OF TEXAS AT DALLAS - May 1974 +
42. UNIVERSITY OF TEXAS AT EL PASO - 1974 +
43. UNIVERSITY OF TEXAS OF THE PERMIAN BASIN - 1974 +
44. UNIVERSITY OF TEXAS AT SAN ANTONIO - 1969 +
45. WACO MCLENNAN COUNTY LIBRARY - 1971 +
46. WEST TEXAS STATE UNIVERSITY - 1921 +

APPENDIX H

Improvements, additions, or changes suggested for the checklist.

1. BAYLOR UNIVERSITY -"At the end of the calendar year, bind checklist in spiral ring binders. Include title, and subject index which covers the entire year."
2. CORPUS CHRISTI STATE UNIVERSITY -"Add TSL class # for periodicals list, Up date Periodicals Supplement more often or leave space for addition."
3. EAST TEXAS STATE UNIVERSITY - "Separate monographs and serials."
4. EL PASO PUBLIC LIBRARY - "Checking in the periodicals, under current system, takes more time in referral from current list to annual list."
5. LAMAR UNIVERSITY - "The January Periodicals Supplement, and New Periodicals Listed sections should indicate whether class number will use vol/no, year/month, or some other designation.
6. MIDWESTERN UNIVERSITY - "The checklist is difficult to read, but I'm afraid I can't offer specific constructive suggestions for change. Perhaps a little more spacing, and possibly dropping to lower case letter for titles. This would just take some experimenting."
7. PAN AMERICAN UNIVERSITY, BROWNSVILLE - "Faster cumulative yearly index. Still waiting for 1975! Yearly Subject and title indexes are helpful."
8. PAN AMERICAN UNIVERSITY, EDINBURG - "Cumulative Subject and Title Indexes. Complete listing of periodicals with their TSL Classification Numbers."
9. SAM HOUSTON STATE UNIVERSITY - "OCLC number and/or separate cataloging copy supplied with depository packet."
10. SAN ANTONIO PUBLIC LIBRARY - "Periodicals List - Better Identification."
11. STEPHEN F. AUSTIN STATE UNIVERSITY - "New shipping list and detailed subject indexes will be very important to us."
12. SUL ROSS STATE UNIVERSITY - "I would like to see it follow the format of the new Monthly Catalog."
13. TARLETON STATE UNIVERSITY - "I consider it sufficient for my purposes here in this library."
14. TEXAS SOUTHERN UNIVERSITY - "It would be helpful if subject headings were added for entries."
15. TRINITY UNIVERSITY - "Would prefer title arrangement like GPO - It would be faster for the processor."
16. UNIVERSITY OF HOUSTON - "Recently, Periodicals and Newsletters were taken out of the monthly checklist. I would like to see them put back in. If all the Tx. St. Docs. were in one list issued once a month it would help us determine how complete our collection is."

APPENDIX H (CONT).

17. UNIVERSITY OF TEXAS AT AUSTIN - "A cumulative index. Monthly serials listing."
18. UNIVERSITY OF TEXAS AT DALLAS - "1. More careful cataloging (Your corrections section is very helpful though.) 2. Reintegrate the periodicals into the monthly checklist although an annual index to periodicals is and would still be helpful.
19. UNIVERSITY OF TEXAS OF THE PERMIAN BASIN - "A classification of all documents before the classification system was begun."

APPENDIX I

Suggestions for improvement of title index, or reasons it is not useful to your library.

1. ANGELO STATE UNIVERSITY - "These documents are not used enough yet to know them by title."
2. BAYLOR UNIVERSITY - "1. It's incomplete. Our holdings include title index for Jan.-Sept. 1976 and Jan.-Mar. 1977. 2. Include annual reports and biennial reports as you have done for audit reports. It might be pointed out that the annual and biennial reports are usually depository items while the audit reports are not received by the depository."
3. CORPUS CHRISTI STATE UNIVERSITY- "Need an availability symbol like ERIC."
4. ECTOR COUNTY LIBRARY - "The patron's need is for the 'subject' index used in conjunction with the checklist. Many titles do not indicate to Patron the subjects covered."
5. EL PASO PUBLIC LIBRARY - "I would prefer doc. references to TxL Doc classif rather than the extra step to ID the distributing serial number."
6. HOUSTON PUBLIC LIBRARY - "Most requests are subject oriented; title requests are often inaccurate."
7. LAMAR UNIVERSITY - "We just have very little confidence in a title index, since it demands that you know the first word of the title. Will make more use of the subject approach."
8. MIDWESTERN UNIVERSITY - "We don't use title index because most of our requests are by subject - i.e., RIVERWALK, SCHOOL FINANCE, STATISTICS, etc.. For the most part, we don't use it simply because it is still new and we aren't used to it yet."
9. PAN AMERICAN UNIVERSITY, BROWNSVILLE - "It is helpful but please try to cumulate sooner. e.g. 1975 still has not been distributed."
10. PAN AMERICAN UNIVERSITY, EDINBURG - "Make it comprehensive and complete. Include the Classification No.. Be certain to distribute complete set to each library. Make a cumulative annual index."
11. RICE UNIVERSITY - "We use KWOC index that was developed for this library."
12. SAN ANTONIO PUBLIC LIBRARY - "Requests are primarily by subject."
13. SOUTHERN METHODIST UNIVERSITY - "Since my brief cataloging includes a title file, I always refer to that."
14. STEPHEN F. AUSTIN UNIVERSITY - "Most students or patrons need a subject approach."
15. TEXAS A&I UNIVERSITY AT LAREDO - "Not sent in consecutive order."
16. TEXAS CHRISTIAN UNIVERSITY - "Receive few requests by title. Receive many more requests by subject. Use of title index will probably grow with time, however.
17. TEXAS WOMAN'S UNIVERSITY - "At the present time, our documents are difficult to access because they are being re-classified and catalogued. Eventually they will be listed in the main catalog with title added entries."
18. UNIVERSITY OF HOUSTON - "I think that the title index should come out quarterly with an annual cumulation of every Tx. St. Doc published that year. This would also help to assure us that we received all the titles published that are available to us."
19. UNIVERSITY OF TEXAS AT AUSTIN - "We use rarely because the documents are fully cataloged. A yearly index might be more helpful."
20. UNIVERSITY OF TEXAS AT DALLAS - "Cumulating and publishing the title index more quickly would help us."
21. UNIVERSITY OF TEXAS AT SAN ANTONIO - "We rely almost entirely on our KWIC Index which also gives us subject access."
22. WACO MCLENNAN COUNTY LIBRARY - "Lack of staff has made it impossible for us to utilize the documents materials to the fullest. If the patron is seeking Texas materials, we guide him to the documents, and let him search the materials from the agency relating to the subject in which he is interested."
23. WEST TEXAS STATE UNIVERSITY - "Few people have titles of publications needed. Most have only subjects. We have title cards in our card catalog in the department."

Suggestions for improvement of the subject index or reasons it is not useful in your library.

1. BEAUMONT PUBLIC LIBRARY - "Must give entry via agency or cross reference from Doc. number to agency."
2. CORPUS CHRISTI STATE UNIVERSITY - "Need an availability symbol like ERIC."
3. ECTOR COUNTY LIBRARY - "Patron requires constant help to use subject index in conjunction with checklist; especially with checklist numbers printed on both sides of page; then requires help to find location of that issue of the title. The patron won't always spend that much time."
4. HOUSTON PUBLIC LIBRARY - "It hasn't been frequent enough to be terribly helpful up to now- would like more extensive indexing."
5. LAMAR UNIVERSITY - It appears as though it will be of great value, and it was much needed.
6. PAN AMERICAN UNIVERSITY, EDINBURG - "Make it more comprehensive and complete. Include the Classification No. Be certain to distribute complete set to each library. Make a cumulative annual index."
7. RICE UNIVERSITY - "We use KWOC index that was developed for this library."
8. SAN ANTONIO PUBLIC LIBRARY - "Subject cataloging by the departments has been continued until there is more complete cataloging at TSL."
9. SOUTHERN METHODIST UNIVERSITY - "I use my own subject index - part of my Documents Catalog. I am interested in keeping up with your subject indexing, now that it is current. There is a possibility that I might drop my subject indexing if yours remains current."
10. TEXAS CHRISTIAN UNIVERSITY - "It will become progressively more useful as it grows with time. A retrospective subject index with accompanying bibliography of documents would be an extremely valuable tool, if this can ever be accomplished."
11. UNIVERSITY OF HOUSTON - "The subject index is of little use to us, but it could be of great use to the students here of the University working on term papers. My suggestion is make it monthly with quarterly supps. and again an annual cumulation. Also it needs its own binder."
12. UNIVERSITY OF HOUSTON AT VICTORIA - "Reference to shipping list and thus two step process limits reference value. Need direct access to TSL number."
13. UNIVERSITY OF TEXAS AT AUSTIN - "Once again we use the catalog cards, and also we are not interested in one or two subjects, but all. A cumulative index would be more useful, especially if it went back several years."
14. UNIVERSITY OF TEXAS AT DALLAS - "Publishing and cumulating the subject index more quickly."
15. UNIVERSITY OF TEXAS AT SAN ANTONIO - "We rely almost entirely on our KWIC Index which also gives us subject access."
16. WEST TEXAS STATE UNIVERSITY - "Subject cards in our catalog."

General reactions to the title and subject indexes.

1. ABILENE PUBLIC LIBRARY - "It is reasonably complete and helpful in locating specific documents that we did not receive as a depository."
2. AMARILLO PUBLIC LIBRARY - "Useful as a guide for quick location of needed documents and for pertinent information on unfamiliar subjects."
3. ANGELO STATE UNIVERSITY - "Fair."
4. BAYLOR UNIVERSITY - "As it is now, it is a useless tool."
5. BEAUMONT PUBLIC LIBRARY - "A good beginning."
6. CORPUS CHRISTI STATE UNIVERSITY - "Put different color cover pages (ex. Subject-yellow, Title-red)."
7. DALLAS PUBLIC LIBRARY - "Useful now and more useful as time goes on."
8. EAST TEXAS STATE UNIVERSITY - "Reference finds it useful."
9. ECTOR COUNTY LIBRARY - "'Title' indexes are of little help. 'Subject' indexes very good but only begin Jan.-Feb. 1977. Cross-Index is excellent help."
10. HOUSTON PUBLIC LIBRARY - "Delighted to have any & all help in gaining access to Tx. docs.-have needed faster subject access, but bi-monthly index should help greatly."

11. LA RETAMA PUBLIC LIBRARY - "They are basically very useful and would be used more if we had an active documents collection."

12. LAMAR UNIVERSITY - "I appreciate the effort being put forth in these much needed areas, but wish the indexes were being combined as to Author, Title, and Subject, much as the older Monthly Catalog was done. A dictionary catalog would make "browsing" much easier."

13. MIDWESTERN UNIVERSITY - "I think they will increase in value with time and education of our people."

14. NORTH TEXAS STATE UNIVERSITY - "Useful--we hope they will continue to be issued."

15. PAN AMERICAN UNIVERSITY, BROWNSVILLE - "Great-but again we are in need of yearly cumulations as was done for 1974."

16. PAN AMERICAN UNIVERSITY, EDINBURG - "Very favorable. Improve them and they will become very helpful."

17. PRAIRIE VIEW A&M UNIVERSITY - "Excellent."

18. RICE UNIVERSITY - "If we did not have a KWOC index it would be very helpful to have the title & subject indexes."

19. SAM HOUSTON STATE UNIVERSITY - "Good."

20. SAN ANTONIO PUBLIC LIBRARY - "Although we have not used them extensively at this point, we are pleased that this is being done."

21. SOUTHERN METHODIST UNIVERSITY - "Since I already had my own index, it has been one of wait and see, with hopes that at least my subject index could be dropped."

22. SOUTHWEST TEXAS STATE UNIVERSITY - "We do not use them frequently, but when we need them they are indispensable."

23. STEPHEN F. AUSTIN STATE UNIVERSITY - "Excellent-keep up the good work."

24. SUL ROSS STATE UNIVERSITY - "Actually, I was delighted with these indexes."

25. TARLETON STATE UNIVERSITY - "It has been a needed project. I feel that I have some control over documents without detailed, time-consuming cataloging."

26. TEXAS A&I UNIVERSITY, LAREDO - "They are becoming more useful than in the past."

27. TEXAS A&M UNIVERSITY - "Fantastic! We definitely need subject access to state docs. Title index can be very helpful also."

28. TEXAS CHRISTIAN UNIVERSITY - "Enthusiastic and appreciative of the effort. Use of these indexes will grow with time."

29. TEXAS SOUTHERN UNIVERSITY - "These have been greatly appreciated. It would be helpful if they were issued retrospectively."

30. TEXAS WOMAN'S UNIVERSITY - "Favorable."

31. TRINITY UNIVERSITY - "Wish you would cumulate them and also do a retrospective index, plus send out 2 copies of each index."

32. UNIVERSITY OF HOUSTON - "These indexes need to be maintained more currently in their own binder so as to be of more value to the students who use them--of should be using them.

33. UNIVERSITY OF HOUSTON AT VICTORIA - "Subject index absolutely indispensable to good reference service if adequate cumulations and reference to TSL numbers are available."

34. UNIVERSITY OF TEXAS AT ARLINGTON - "The indexes have been most helpful, and we hope they continue."

35. UNIVERSITY OF TEXAS AT AUSTIN - "In our particular situation they have not been too useful, but in in those agencies where material is wanted on certain subjects and the documents are not cataloged, the indexes are justified."

36. UNIVERSITY OF TEXAS AT DALLAS - "They have been useful and should be continued."

37. UNIVERSITY OF TEXAS AT SAN ANTONIO - "I am pleased that both types of indexing are available. But many San Antonio and AACOG documents aren't included; so I depend more on our KWIC Index."

38. WACO MCLENNAN COUNTY LIBRARY - "Adequate--we no longer need to establish subject headings and type subject cards."

39. WEST TEXAS STATE UNIVERSITY - "We have not needed them."

APPENDIX J

Estimate of the number of documents the library would purchase if available on microfiche at a cost of 25 to 40¢ per fiche.

1. ABILENE PUBLIC LIBRARY - None at this time.
2. AMARILLO PUBLIC LIBRARY - No response given.
3. ANGELO STATE UNIVERSITY - Cannot estimate at this time.
4. BAYLOR UNIVERSITY - 50.
5. BEAUMONT PUBLIC LIBRARY - No response given.
6. CORPUS CHRISTI STATE UNIVERSITY - No response given.
7. DALLAS PUBLIC LIBRARY - No response given.
8. DENISON PUBLIC LIBRARY - 500.
9. EAST TEXAS STATE UNIVERSITY - No response given.
10. ECTOR COUNTY LIBRARY - Cannot estimate at this time.
11. EL PASO PUBLIC LIBRARY - Cannot estimate at this time.
12. FORT WORTH PUBLIC LIBRARY - 300.
13. HOUSTON PUBLIC LIBRARY - Possibly 500 or more per year.
14. LA RETAMA PUBLIC LIBRARY - Very few due to budgetary restrictions.
15. LAMAR UNIVERSITY - No response given.
16. MIDWESTERN UNIVERSITY- 65.
17. NORTH TEXAS STATE UNIVERSITY - No response given.
18. PAN AMERICAN UNIVERSITY, BROWNSVILLE - Would vary.
19. PAN AMERICAN UNIVERSITY, EDINBURG - 900.
20. PRAIRIE VIEW A&M UNIVERSITY - 5,000-10,000.
21. RICE UNIVERSITY - Would vary.
22. ST. MARY'S UNIVERSITY - No response given.
23. SAM HOUSTON STATE UNIVERSITY - Cannot estimate at this time.
24. SAN ANTONIO PUBLIC LIBRARY - Cannot estimate at this time.
25. SOUTHERN METHODIST UNIVERSITY - Cannot estimate at this time.
26. SOUTHWEST TEXAS STATE UNIVERSITY - Probably not very many.
27. STEPHEN F. AUSTIN UNIVERSITY - No response given.
28. SUL ROSS STATE UNIVERSITY - No response given.
29. TARLETON STATE UNIVERSITY - Cannot estimate at this time.
30. TEXAS A&I UNIVERSITY, LAREDO - No response given.
31. TEXAS A&M UNIVERSITY - All available except (possibly) a few reference works.
32. TEXAS CHRISTIAN UNIVERSITY - 50.
33. TEXAS SOUTHERN UNIVERSITY - No response given.
34. TEXAS TECH UNIVERSITY - Negligible.
35. TEXAS WOMAN'S UNIVERSITY - All.
36. TRINITY UNIVERSITY - 50.
37. UNIVERSITY OF HOUSTON - Cannot estimate at this time.
38. UNIVERSITY OF HOUSTON AT VICTORIA - Cannot estimate at this time.
39. UNIVERSITY OF TEXAS AT ARLINGTON - About 75% of those available.
40. UNIVERSITY OF TEXAS AT AUSTIN - None.
41. UNIVERSITY OF TEXAS AT DALLAS - No response given.
42. UNIVERSITY OF TEXAS AT EL PASO - About 80% of those available.
43. UNIVERSITY OF TEXAS OF THE PERMIAN BASIN - Not very many.
44. UNIVERSITY OF TEXAS AT SAN ANTONIO - As many as are available.
45. WACO MCLENNAN COUNTY LIBRARY - Cannot estimate at this time.
46. WEST TEXAS STATE UNIVERSITY - No response given.

APPENDIX K

Activities, projects or programs that the TLA Documents Roundtable could undertake that would be of interest to the library.

1. DENISON PUBLIC LIBRARY - Classification.
2. EL PASO PUBLIC LIBRARY - Publicizing documents and their value to the public (and other staff).
3. LA RETAMA PUBLIC LIBRARY - Programs/workshops on using the Olds (TSL) classification method.
4. LAMAR UNIVERSITY - "I think the most useful project which could be administered and/or monitored by this group would be the Union List of Texas Documents which everyone has been talking about for so long."
5. MIDWESTERN UNIVERSITY - Taking care of some of the high priority items listed in section F of the survey.
6. PAN AMERICAN UNIVERSITY, BROWNSVILLE - TLA workshop on Tx. St. Gov't. Docs. held at the annual conference.
7. PAN AMERICAN UNIVERSITY, EDINBURG -"Put the State Documents on Microfiche with their Call Numbers. Provide cumulative author/subject/title indexes to the collection."
8. PRAIRIE VIEW A&M UNIVERSITY - "Workshops, conferences, etc. on specific problems in documents work."
9. RICE UNIVERSITY - "Workshops- mini-sessions on use of particular documents."
10. SAM HOUSTON STATE UNIVERSITY - "Workshops."
11. SAN ANTONIO PUBLIC LIBRARY - "Making more documents available."
12. SOUTHERN METHODIST UNIVERSITY - "A union list of serial set vol's. (including microform editions) in Texas."
13. SOUTHWEST TEXAS STATE UNIVERSITY - "An annual conference - informative and educational in nature."
14. STEPHEN F. AUSTIN STATE UNIVERSITY - TLA should structure it like the TSL conference of Sept. 15-16.
15. TARLETON STATE UNIVERSITY - "Workshop on bibliographic control & use of TSL Classification system."
16. TEXAS A&I UNIVERSITY, LAREDO - "Workshops."
17. TEXAS A&M UNIVERSITY - "Workshops on accessing documents/information (how to find information in documents).
18. TEXAS SOUTHERN UNIVERSITY - "A continuing education short course on the management of the Texas Documents."
19. TRINITY UNIVERSITY - "A Union list of Texas documents."
20. UNIVERSITY OF HOUSTON - "Information on sources of non-depository documents."
21. UNIVERSITY OF TEXAS AT AUSTIN - "Stir up more interest in municipal and county documents."
22. UNIVERSITY OF TEXAS AT EL PASO - "I would like to attend a workshop or conference concerning sessions on legislative documents in Texas, information from the Attorney General's Office, and explanation of the Council of Governments, and any briefing on the Texas governmental system in general."

22. UNIVERSITY OF TEXAS AT SAN ANTONIO - "Workshop on methods of gathering municipal and COG publications. Attempts to get COGs and cities to send their publications to the Publications Clearinghouse for distribution."

23. WEST TEXAS STATE UNIVERSITY - "Newsletter of another format to share inforamtion."